

NOTICES:

On March 20, 2019, the Board of Estimates adopted the Regulations on Procurement, Protests, Minority and Women-owned Business Enterprise and Debarment/Suspension (Regulations) effective July 1, 2019. Pursuant to Section II. Protest Regulations:

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.
- b. Protests.
 1. A person wishing to protest a proposed action of the Board or otherwise address the Board, whether individually or as a spokesperson, shall notify the Clerk of the Board, Room 204, City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202 in writing no later than noon on the Tuesday preceding the Board meeting during which the item will be considered, or by an alternative date and time specified in the agenda for the next scheduled meeting.
 2. A protest shall be considered proper when the protestant is directly and specifically affected by a pending matter or decision of the Board.
 3. The written protest shall include:
 - a. The name of the person protesting or, if a spokesperson, the entity or organization protesting;
 - b. A narrative description of the issues and facts supporting the protest; and
 - c. A description as to how the protestant will be harmed by the proposed Board action.
 - d. If a person fails to appear before the Board to argue and defend their protest, the Board may reject the protest without discussion.

c. Procurement Lobbyist

1. A Procurement Lobbyist, as defined by the Baltimore City Ethics Code § 8-8(c), must register with the Board of Ethics as a Procurement Lobbyist in accordance with Baltimore City Ethics Code § 8-12.
2. If any member of the Board has sufficient information to determine that Baltimore City Ethics Code § 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

d. Required Posting

The full provisions of these Protest Regulations shall be posted in a manner and format that ensures adequate notice in the Department of Legislative Reference, as well as on the President of the Board's website and the Secretary to the Board's website.

Submit Protests to:
Attn: Clerk,
Board of Estimates
Room 204, City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

NOTICES - cont'd:

1. SPECIAL NOTICE FOR NOVEMBER 24, 2021, 9:00 A.M. BOARD OF ESTIMATES' MEETING

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING 1 (408) 418-9388 (ACCESS CODE: 179 478 0446.) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:

<https://www.charmtvbaltimore.com/live-stream>

2. 12:00 NOON MEETING ANNOUNCEMENT OF BIDS AND OPENINGS

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING (443) 984-1696 (ACCESS CODE: 0842939) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:

<https://www.charmtvbaltimore.com/live-stream>

3. EFFECTIVE MARCH 9, 2021, THE BOARD SUBMISSION DEADLINE IS WEEKLY ON TUESDAY AT 11:00 A.M.

BOARD OF ESTIMATES' RECESS

4. THE BOARD OF ESTIMATES IS SCHEDULED TO BE IN RECESS AT 9:00 A.M. AND 12:00 NOON ON DECEMBER 1, 2021. THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON DECEMBER 1, 2021. THE BOARD OF ESTIMATES WILL RECONVENE ON DECEMBER 8, 2021.

5. THE DEADLINE FOR THE DECEMBER 8, 2021 BOARD OF ESTIMATES AGENDA IS TUESDAY, NOVEMBER 30, 2021, AT 11:00 A.M.

BOARD OF ESTIMATES' AGENDA – NOVEMBER 24, 2021

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

Highland Turf, Inc. d/b/a H.T.I. Contractors	\$ 8,000,000.00
Monumental Paving & Excavating, Inc.	\$78,130,000.00
RedZone Robotics, Inc.	\$62,960,000.00
S.A.P. Contracting Corporation	\$ 1,500,000.00
Total Restoration Services Inc.	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

In accordance with the Resolution Relating to Architectural and Engineering Services, as amended by the Board on June 29, 1994, the Office of Boards and Commissions recommends the approval of the prequalification for the following firms:

ADS LLC	Engineer
JRS Architects, Inc.	Architect
KCW Engineering Technologies, Inc.	Engineer Land Survey
Mahan Rykiel Associates, Inc.	Landscape Architect
Muvag, Inc.	Architect
Techno Consult, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Planning – Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding with the Baltimore Development Corporation (BDC). The period of the agreement is June 1, 2021 through December 31, 2022.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 1001-000000-1875-806400-603050

BACKGROUND/EXPLANATION:

The City desires to improve food access in Baltimore City for low-income and under-resourced residents. The BDC is qualified to distribute grant funds to support small, place-based businesses addressing healthy food access in priority areas. The BDC will identify existing or start-up healthy store retailers in Poppleton and Hollins Market to support with grants of up to \$10,000.00 per business for interior and equipment upgrades. One focus of the funds will be to purchase Point of Sale systems (POS), which is key to getting and maintaining SNAP retailer authorization. Data has shown that businesses that accept SNAP provide healthier options than those that do not. Grant funds will also be used for equipment purchases to maintain fresh food inventory, such as refrigeration units and shelving. The BDC will also encourage owners to participate in the Façade Improvement Grant program to make improvements to the exterior of the property as well.

The BDC was awarded grant funds to support fresh food access, and small retail businesses in West Baltimore through the Housing Authority of Baltimore City's (HABC) Transform Poe/ HUD Choice Neighborhoods program. This \$50,000.00 in Healthy Food Priority Area Funds will serve as the required match for the HUD funds. The Department's Baltimore Food Policy Initiative (BFPI) receives \$250,000.00 annually of General Funds to address food access and fund-related programs. BFPI agreed to use \$50,000.00 to support this effort because it aligns with the goals of the funds.

The Memorandum of Understanding is late due to administrative delays.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Planning – cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Memorandum of Understanding has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Planning – First Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Agreement with Baltimore Office of Promotion and the Arts, Inc. The amendment extends the period of the agreement through December 31, 2024.

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 - 9904-922021-9127-9000000-704067

BACKGROUND/EXPLANATION:

On April 4, 2018, the Board approved the original agreement that allowed the Department to provide funding in the amount of \$300,000.00 to the Baltimore Office of Promotions and Arts, Inc. (BOPA) to oversee public art components of the INSPIRE planning program. These projects include stand-alone pieces of art to be incorporated into neighborhood improvements such as community gardens, walking paths, and more. The agreement will expire on December 31, 2021.

The Department of Planning has identified an additional \$250,000.00 in general obligation bonds to allocate to BOPA-led INSPIRE projects.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The First Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Planning – cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$250,000.00	9904-921021-9129	9904-922021-9127
2 nd Community &	INSPIRE Plan	INSPIRE
Economic Dev. Bonds	Implementation	

This transfer will allow the Baltimore City Department of Planning to provide additional funding in the amount of \$250,000.00 to the Baltimore Office of Promotions and Arts, Inc. to oversee public art components of the INSPIRE planning program. These projects include stand-alone pieces of art to be incorporated into neighborhood improvements such as community gardens, walking paths, and more.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Neighborhood Safety and Engagement – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with HER Resiliency Center. The period of the Agreement is effective upon Board approval and will expire on the first anniversary of the approval date.

AMOUNT OF MONEY AND SOURCE:

\$42,500.00 - 1001-000000-2254-786000-603051

BACKGROUND/EXPLANATION:

The purpose of this agreement is to set forth the terms and conditions under which the City will provide a grant award to the Grantee, for HER Resiliency's benefit, under the City's Human Trafficking Grant Program. This is a one-year grant, and there are no assurances that any grant funds will be available to Grantee under this program in the future.

All grant fund awards will be expended within the one-year term, although the Grantee may seek reimbursement of grant funds during the six months following the end of the one-year period.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Neighborhood Safety and Engagement – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with The Family League of Baltimore City, Inc. The period of the agreement is June 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$70,000.00 - 1001-000000-2255-772200-607001

BACKGROUND/EXPLANATION:

Human Services Article Section 9-233 of the Annotated Code of Maryland provides that the State and the local government will jointly fund an eligible youth services bureau. The State will provide 75% of the funding for an eligible youth services bureau, as provided in the State budget. The Local Management Board for Baltimore City is the Family League of Baltimore City, Inc. Family League contracts with Youth Services Bureau (YSB) to provide their operational expenses.

The Agreement is late due to administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of General Services – Non-Construction Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Non-Construction Consultant Agreement with American Microgrid Solutions LLC. The period of the agreement is effective upon Board approval for 18 months.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 – 5000-521921-1914-718200-605001 (Maryland Energy Administration)

50,000.00 – 2029-000000-1982-709500-603026 (Internal Service Fund)

\$150,000.00

BACKGROUND/EXPLANATION:

The Maryland Energy Administration (MEA) awarded \$100,000.00 to the City for its FY21 Resilient Maryland Program. On July 21, 2021, the Board accepted the grant award. This program provides funds for the completion of planning and design of community and campus microgrids and resilient energy systems. The award is for DGS to conduct a feasibility analysis and implementation barrier report of the downtown municipal campus consisting of 14 City buildings that provide essential City services that are core to the functionality of government. Microgrid components considered will be combined heat and power (CHP), solar photovoltaic, electric vehicle charging, and battery energy storage. Based on the scope of work, DGS is contributing an additional \$50,000.00 to expand the analysis. The budget is a total flat value because this is highly specialized and emerging work based on performance history from similar projects.

All deliverables funded by MEA grant dollars must be complete by June 31, 2022. The contract term is 18 months to accommodate if DGS needs to request an extension on the grant should there be an unexpected delay. Further, this will allow for time for the Vendor to address any feedback from MEA after the grant deliverable.

MEA gave the City a six-week extension for the Board to approve the grant agreement, which is required as the original agreement only allowed for 10 business days. The effective date of the Grant Agreement is the date that the fully executed Grant Agreement is received by MEA, as determined by the official MEA date stamp on the first page of the Grant Agreement.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of General Services – cont'd

MBE/WBE PARTICIPATION:

MBE: 6.75 %

WBE: 1.25 %

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Non-Construction Consultant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Homeless Services – Agreements

The Board is requested to approve and authorize execution of the various Provider Agreements. The period of the agreement is July 1, 2021 through December 31, 2021, unless otherwise indicated.

1. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$ 45,000.00**

Account: 5000-529122-3573-759200-603051

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP). As a sub-recipient, St. Vincent de Paul of Baltimore, Inc. will provide supportive services to 60 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer services under their Home Connections Program. The period of the agreement is July 1, 2021 through June 30, 2022.

2. **DOWNTOWN PARTNERSHIP OF BALTIMORE** **\$123,827.00**

Account: 5000-529121-5940-788800-603051

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Homelessness Solutions Program (HSP) Program. As a sub-recipient Downtown Partnership of Baltimore will purchase two vehicles. The Provider will utilize these vehicles for outreach services and transportation as needed to meet program needs.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

3. **QUADEL CONSULTING AND TRAINING, LLC** **\$104,407.50**

Account: 4000-490820-3573-591400-603051

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Grant (CoC) Program. As a sub-recipient, Quadel Consulting and Training, LLC will provide housing quality inspection services to rental assistance recipients of the CoC program.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Homeless Services – cont'd

4. **UNIVERSITY OF MARYLAND FOUNDATION, INC.** **\$ 35,000.00**

Account: 4000-407020-3574-786800-603051

The Mayor's Office of Homeless Services (MOHS) has received a grant from the U.S. Department of Housing and Urban Development (HUD) to help administer and coordinate the Continuum of Care for the City of Baltimore. As a sub-recipient, the University of Maryland Foundation, Inc. will help to support these planning and administration efforts by providing a Shriver Peaceworker fellow. This fellow will support MOHS's senior and veterans' homelessness initiatives to help improve service coordination and outcomes for individuals in care. The period of the agreement is August 1, 2021 through May 25, 2023.

The agreements are late because of a delay at the administrative level.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Homeless Services – Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with The United Way of Central Maryland, Inc. The amendment will extend the period of the agreement through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 14, 2021, the Board approved the original Emergency Solutions Grant (ESG) Program Grant Agreement for the period January 1, 2021 to December 31, 2021. This Amendment No. 1 extends period of the grant agreement through June 30, 2022.

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Emergency Solutions Grant (ESG) Program. As a Provider, The United Way of Central Maryland, Inc. will provide eviction prevention services to 180 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer services under their Eviction Prevention Project.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Amendment No. 1 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore City Health Department (BCHD) – Agreements, Ratification of Agreement, and Grant Agreement.

The Board is requested to approve and authorize execution of the various agreements and ratify an agreement.

AGREEMENTS

1. **N.M. CARROLL MANOR, INC.** **\$ 51,684.00**

Account: 4000-432922-3255-761200-604014

(\$4.72 per meal x 30 meals per day x 365 days)

The organization will provide nutritional meal services to elderly residents at N.M. Carroll Manor, Inc. serving a total of 30 residents per day. All meals will be reviewed by a licensed dietitian or licensed nutritionist and/or the Maryland Department of Aging, allowing periodic menu conferences between a representative of the Provider and the Department as requested by either party. The period of the agreement is October 1, 2021 through September 30, 2022.

2. **THE JOHNS HOPKINS UNIVERSITY, BLOOMBERG SCHOOL OF PUBLIC HEALTH (JHU)** **\$118,804.00**

Account: 1001-000000-3001-262500-603051

The JHU will utilize the funds to provide the services for a Chief Health Policy Officer who will serve to lead the establishment of the BCHD as the Chief Health Strategist for Baltimore City in accordance with public health best practices. The purpose of this position is to collaborate with the Health Equity Director on strategy deployment and a community engagement responsible for fulfilling planning, performance, and impact analyses for assigned BCHD awarded to state and federal grants to support the BCHD in its vision to improve the health of all Baltimore City residents. The period of the agreement is effective upon Board approval through October 14, 2022.

AGENDA

BOARD OF ESTIMATES

11/24/2021

BCHD – cont'd

3. **THE JOHNS HOPKINS UNIVERSITY, BLOOMBERG SCHOOL OF PUBLIC HEALTH (JHU)** **\$ 70,000.00**

Account: 4000-480622-3080-291900-603051

The JHU Center for Communication Programs (CCP) would like to provide services for the U-Choose Evidence-Based Teen Pregnancy Prevention Program. The CCP has over 60 projects that reach people in more than 30 countries. The purpose of this agreement is to; 1) develop a communication and dissemination strategy for youth, stakeholders, and communities; 2) create materials and talking points that describe the benefits and values of the evidence-based programs, and 3) develop recruitment and referral materials and new information pieces as needed. The period of the agreement is July 1, 2021 through June 30, 2022.

The agreement is late because of delays in the administrative review process.

4. **RACHAEL ISRAEL, PT, DPT, C/NPT** **\$ 95,400.00**

Account: 1000-000000-3080-288700-603051

Under the terms of this Provider Agreement, Ms. Israel will serve as a Consultant. She will perform individualized direct physical therapy evaluations for the Baltimore City Infants and Toddlers Program. The period of the agreement is July 1, 2021 through June 30, 2022.

The Provider Agreement is late because of administrative delays.

RATIFICATION OF AGREEMENT

5. **BALTIMORE MEDICAL SYSTEM, INC. (BMS)** **\$595,101.00**

Account: 1000-000000-3100-295900-603051

Under the terms of this Provider Agreement, the BMS worked with the Department to provide School Health services which consisted of School Health Suite Coverage and School Based Health Centers (SBHC). The BMS provided

AGENDA

BOARD OF ESTIMATES

11/24/2021

BCHD – cont'd

services at Furley Elementary, Tench Tilghman Elementary/Middle School, Harford Heights Elementary, Collington Square Elementary/Middle, Vanguard Collegiate Middle School, Patterson High School, Forest Park High School, Mergenthaler Vocational Technical High School, and Paul Lawrence Dunbar High School.

The BMS also provided extended school year coverage at Paul Lawrence Dunbar High School for the period of July 8 through August 9, 2020.

The BMS maintained approval from the Maryland Medical Assistance Program for designation of the school-based clinics at Collington Square Elementary/Middle School, Vanguard Collegiate Middle School, Harford Heights Elementary, Paul Lawrence Dunbar, and Patterson High School as SBHCs. The BMS provided the Department with documentation of such approval. Should either of the sites lose its designation as a SBHC for any reason, the BMS will notify the Department in writing within 15 days of the loss of such designation. The period of the Provider Agreement was July 1, 2020 through June 30, 2021

MWBOO GRANTED A WAIVER ON JUNE 15, 2021.

The Minority and Women's Business Opportunity Office (MWBOO) confirms the funding sources associated with the Baltimore City Health Department (BCHD) grant programs, technical agreements, and community health services are obtained through the Federal Government and State of Maryland. Through this fiduciary alliance, the BCHD serves as a liaison and oversight agency to ensure funding is appropriated to the designated Citywide public health programs and services. Due to the restricted allocation of Federal and State funds, the Baltimore City MBE/WBE goals and MWBOO compliance monitoring are not applicable. For this reason, waivers are granted to warrant the appropriate approval for all Federal and State-funded resources.

AGENDA

BOARD OF ESTIMATES

11/24/2021

BCHD – cont'd

6. **MARYLAND DEPARTMENT OF TRANSPORTATION
(MDOT) AND THE MARYLAND TRANSIT
ADMINISTRATION (MTA)** **\$505,780.00**

Accounts: 5000-532721-3255-750700-405001	\$379,335.00
1001-000000-3255-750700-603041	126,445.00
1001-000000-3255-750700-603041	0.00

The Grant Agreement is provided by MDoT and the MTA for the FY22 Statewide Special Transportation Assistance Program to provide subsidy assistance for taxi rides for elderly persons and/or persons with disabilities in Baltimore City. The period of the Grant Award is July 1, 2021 through June 30, 2022.

The Grant Agreement is late because of administrative delays.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

(The Agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Law – Settlement Agreement and Release

ACTION REQUESTED OF THE B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release of a lawsuit against the City filed by the Estate of Jerome James Boyd and Cassandra Gellar, arising out of a motor vehicle accident that resulted in the death of a pedestrian on or about September 5, 2017, at or near the intersection of Milton Avenue and Orleans Street, in Baltimore, Maryland.

AMOUNT OF MONEY AND SOURCE:

\$380,000.00 - 2036-000000-1752-175200-603070.

BACKGROUND/EXPLANATION

Plaintiffs, the Estate of Jerome James Boyd and Cassandra Gellar, as a parent and next friend of J.G., a minor, brought this wrongful death and survival action against the City and a Department of Public Works (DPW) Solid Waste truck driver. On September 5, 2017, the decedent, aged 45 at the time, was lawfully walking in the crosswalk located at Orleans Street, at or near its intersection with North Milton Avenue. At the same time, a DPW employee was operating a Solid Waste truck while making a left turn from southbound North Milton Avenue onto eastbound Orleans Street. The driver did not see any pedestrian in the crosswalk and hit Mr. Boyd, accidentally. Mr. Boyd succumbed to his injuries shortly thereafter.

Based on the Settlement Committee of the Law Department's review of the legal and factual issues specific to this case, the Law Department recommends that the Board approve the settlement of this matter in the amount of \$380,000.00.

APPROVED FOR FUNDS BY FINANCE

(The Settlement Agreement and Release has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Law – Settlement Agreement and Release

ACTION REQUESTED OF THE B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release of a lawsuit against the City and a police officer filed by Hattie Bridges, arising out of a motor vehicle accident involving a City police vehicle that occurred at or near the 2000 block of West Franklin Street, on or about June 20, 2017.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 2036-000000-1752-175200-603070.

BACKGROUND/EXPLANATION:

Plaintiff Hattie Bridges claims that a City police vehicle entered an intersection and struck Plaintiff's vehicle, causing serious injuries to Plaintiff.

Plaintiff claims that she suffered injuries to her neck, back, shoulders, arms, knee, leg, chest, pelvis, and hip as a result of the collision. Plaintiff's claimed total medical bills exceed \$30,000.00.

Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to this particular claim, a recommendation to the Board is made to approve the settlement of this claim.

APPROVED FOR FUNDS BY FINANCE

(The Settlement Agreement and Release has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Law – Claims Resolution Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Claims Resolution Agreement with Sedgwick Claims Management Services, Inc. (Sedgwick).

AMOUNT OF MONEY AND SOURCE:

No additional funding is required for this action.

BACKGROUND EXPLANATION:

The Department of Finance, Bureau of Procurement in 2013 issued a Request for Proposals for Workers' Compensation Claims Administration, Solicitation Number: B50003192, and its addendums.

The City and Sedgwick entered into Contract Number B50003192 – Workers' Compensation Claims Administration, approved by the Board on March 26, 2014 (the Agreement), wherein Sedgwick agreed to furnish all labor, materials, and equipment and perform all work required on items awarded on the Agreement, in accordance with each and every condition, covenant, stipulation, and term contained in the specifications and bid or proposal thereof. All renewal options were exercised, and the Agreement was extended through December 31, 2021.

This Claims Resolution Agreement documents billing issues that were identified between Sedgwick and the City under the Agreement between May 2021 and September 2021. The Claims Resolution Agreement acknowledges that the City owes Sedgwick \$161,911.81 under the Agreement, which Sedgwick has opted to waive. The Department, therefore, requests that the Board of Estimates approved the Claims Resolution Agreement.

MBE/WBE PARTICIPATION:

On February 7, 2012, MWBOO set goals of 17% MBE and 10% WBE.

(The Claims Resolution Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Fire and Police Employees' Retirement System – Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested, by the Board of Trustees of the Fire and Police Employees' Retirement System (F&P), to approve and authorize execution of its Subscription Agreement for its investment in ABR Chesapeake Investors VI-B Limited Partnership.

AMOUNT OF MONEY AND SOURCE:

No General Fund monies are involved in this transaction.

The F&P will pay Alex. Brown Realty, Inc. has an average \$290,000.00 annual fee (1.45%) to manage its initial investment of approximately \$20,000,000.00. The investment fee, along with all other management fees and expenses, will be netted out of investment proceeds.

BACKGROUND/EXPLANATION:

The F&P Board of Trustees conducted a search for a value-added real estate manager and, as a result of that search, selected Alex. Brown Realty, Inc., to accept an initial investment of \$20,000,000.00 to be placed with ABR Chesapeake Investors VI-B Limited Partnership, a value-added real estate fund. The search and selection process was conducted with the assistance and advice of the F&P's investment advisor, New England Pension Consulting.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON NOVEMBER 5, 2021.

(The Subscription Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Office of Equity and Civil Rights (OECR) – Contract Option Period Extension

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Contract Option Period Extension with the Equal Employment Opportunity Commission (EEOC). The period of the extension is October 1, 2021 through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$50,760.00 – 6000-608822-1561-171500-603013

BACK/GROUND/EXPLANATION:

On October 1, 2019, the OECR, through the Community Relations Commission (CRC), entered into Contract #45310020C0037 with the EEOC. The EEOC is authorized by statute to use the services of State and Local Fair Employment Practices Agencies (FEPAs) to assist in meeting its statutory mandate to enforce Title VII of the Civil Rights Act of 1964, as amended; the Age Discrimination in Employment Act of 1967, as amended; the Americans with Disabilities Act of 1990, as amended; and the Genetic Information Nondiscrimination Act of 2008.

On August 25, 2021, the Board approved Contract #45310020C0037 and a modification to Option Year #1. The Board is now requested to approve Option Year #2 of Contract #45310020C0037. Similar to Option Year #1, the CRC, as a FEPA, will again agree to process and resolve 62 charges of discrimination, provide intake services for two charges of discrimination, and submit a written proposal detailing a joint EEOC/FEPA enforcement, outreach, or training activity in support of a strategic enforcement plan or district complement plan prior to September 30, 2022.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

(The Contract Option Period Extension has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore City Office of Information – Professional Services Agreement and Technology (BCIT)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Professional Services Agreement with Agisol, LLC. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$315,200.00 – 1001-000000-1474-165700-603018

BACKGROUND/EXPLANATION:

BCIT is requesting the Board to approve a professional services agreement with Agisol, LLC. The purpose of this contract is to engage the services of the Consultant to partner in the development and implementation of the City's Intune infrastructure and deployment.

MBE/WBE PARTICIPATION:

MBE: 7%

WBE: 3%

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Professional Services Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Police Department (BPD) – Second Amendment Consulting Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Second Amendment to Consultant Agreement (the “Second Amendment”) with Brian J. Horton. The Second Amendment will extend the term of the Consultant Agreement through June 30, 2023 or until payment of the Not to Exceed Amount (the “NTE Amount”), whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$120,000.00 – 1001-000000-2003-796400-603026

BACKGROUND/EXPLANATION:

Maryland law requires that individuals who apply to serve as police officers must undergo a pre-employment polygraph examination. In addition, BPD requires polygraph exams for certain promotions and transfers within the agency. BPD currently uses the services of three independent contractual polygraph examiners.

On July 11, 2018 the Board approved a Consultant Agreement (the “Original Contract”) for a term of two years with total consideration not to exceed \$80,000.00. On August 7, 2019, the Board approved the First Amendment that increased the amount of funds under the Original Contract by \$160,000.00 for a total contract value of \$240,000.00 as set forth in BPD’s Memorandum to the Board dated July 16, 2021. Under the terms of this Second Amendment, Mr. Horton will continue to provide the expert polygraph services required by BPD and the total contract value will be \$360,000.00 “NTE Amount.”

The Second Amendment is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Police Department – cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Second Amendment to Consulting Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Police Department (BPD) – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Grant Award from the Maryland Highway Safety Office for the “Speed” project, Award # LE-Baltimore City PD-2022-082. The period of the grant award is October 1, 2021 through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$7,500.00 - 4000-404922-8160-820900-404001

BACKGROUND/EXPLANATION:

The Speed Project funds will be utilized to assist the Department to continue to decrease speeding-related fatalities and injuries. The program will fund police officers’ overtime to improve public safety on Baltimore City roadways.

The grant award agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The Grant Award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Police Department (BPD) – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention for the Baltimore Police Department's Domestic Violence Unit Program, Award #DVUP-2022-0002. The period of the grant award is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 5000-588022-2021-667600-600000

BACKGROUND/EXPLANATION:

The Governor's Office of Crime Control and Prevention awarded the Department grant funds in the amount of \$50,000.00 to continue the Domestic Violence Unit Program. The Domestic Violence Unit Program helps reduce the time between the issuance of ex-parte and protective orders and data entry into the Maryland Electronic Telecommunications Enforcement Resource System/National Crime Information Center (METERS/NCIC). Grant funding supports personnel.

The grant award agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The Grant Award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Police Department (BPD) – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Grant Award from the Maryland Highway Safety Office for the “Impaired Driving” project, Award # LE-Baltimore City PD-2022-065. The period of the grant award is October 1, 2021 through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - 4000-404922-8160-820900-404001

BACKGROUND/EXPLANATION:

The Impaired Driving Project funds will be utilized to assist the Department to continue to decrease impaired driving-related fatalities and injuries. The program will fund police officers’ overtime to improve public safety on Baltimore City roadways.

The grant award is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The Grant Award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Police Department (BPD) – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Grant Award from the Maryland Highway Safety Office for the “Pedestrian” project, Award #LE-Baltimore City PD-2022-087. The period of the grant award is September 24, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$3,000.00 - 4000-404922-8160-820900-404001

BACKGROUND/EXPLANATION:

The Pedestrian Project funds will be utilized to assist the Department in continuing to decrease pedestrian-related fatalities and injuries. The program will fund police officers’ overtime to improve public safety on Baltimore City roadways.

The grant award agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The Grant Award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Police Department (BPD) – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Grant Award from the Maryland Highway Safety Office for the “Distracted/Occupant Driving” project, Award # LE-Baltimore City PD-2022-064. The period of the grant award is October 1, 2021 through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$7,500.00 - 4000-404922-8160-820900-404001

BACKGROUND/EXPLANATION:

The Distracted/Occupant Driving Project funds will be utilized to assist the Baltimore Police Department is continuing to decrease distracted driving-related fatalities and injuries. The program will fund police officers’ overtime to improve public safety on Baltimore City roadways.

The grant award is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The Grant Award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore City Fire Department (BCFD) – No-Cost Time Extension Award Letter

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the No-Cost Time Extension Award Letter from the Federal Emergency Management Agency (FEMA) for the FFY 18 Assistance to Firefighters Grant Agreement No. EMW-2018-FV-019875. The award letter extends the period of the grant agreement from September 18, 2019 through March 17, 2022.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 16, 2020, the Board approved the original grant agreement in the amount of \$250,000.00 (\$227,272.72 in federal funds and a City match of \$22,727.28) for the period of September 18, 2019 through September 17, 2020. On October 7, 2020, the Board approved a no cost time extension for the period ending September 17, 2021.

FEMA will be making the remaining funds available from the original amount of \$227,272.72 to BCFD per the Grant Award Letter and Agreement from September 18, 2019 to March 17, 2022. The funds provided to BCFD will support the purchase of a Bariatric Medic Unit.

The submission is late due to administrative delays.

AUDITS NOTED THE NO COST TIME EXTENSION.

(The No-Cost Time Extension Award Letter has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Finance – Renewal of All Sports Interscholastic Accident
and All Sports Activity Insurance Policy for FY22

ACTION REQUESTED OF B/E:

The Board is requested to approve the Renewal of the All Sports Interscholastic Accident and All Sports Activity Insurance Policy for the Baltimore City Public School System (BCPS) for the 2021-2022 school year. Coverage renewed August 15, 2021.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The insurance provides accident injury coverage and accidental death coverage to all students participating in any sponsored interscholastic sports activity, further reducing the School System's exposures. Insurance markets for this exposure are limited. The policy renewed with Berkley Insurance and US Fire.

Disbursement of funds is not being requested as the invoices (\$50,820.00 to US Fire and \$20,000.00 to Berkley Insurance) have already been paid through the Risk Management Internal Service Fund. The City will be reimbursed by BCPS for insurance premiums in accordance with BCPS MOU dated July 1, 2006.

This submission is late because of delays in the administrative process.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Employment Development – First Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to an Agreement with Urban Alliance Foundation, Inc. The first amendment to agreement extends the period of the agreement through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$60,000.00 - 4000-806422-6313-817705-603051

BACKGROUND/EXPLANATION:

On May 5, 2021, the Board approved the Original Agreement with Urban Alliance Foundation, Inc. with an initial term of October 1, 2020 to September 30, 2021. The purpose of this Agreement is to secure the services of the Provider to design and deliver innovative programming and comprehensive services resulting in academic achievement and workplace readiness skills for Baltimore City in-school youth ages 16 to 21 years old. This Agreement included an option to renew the Agreement for an additional one-year term.

The purpose of this First Amendment is to exercise the renewal option and extend the term of the Agreement for an additional year from October 1, 2021 to September 30, 2022.

In addition, the Amendment would increase funding by \$60,000.00 for the renewal term. Upon the approval of the Board, this Amendment will retroactively commence as of September 30, 2021.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

MBE/WBE PARTICIPATION:

N/A. This is a Professional Services Contract.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The First Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Employment Development – First Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to an Agreement with Bon Secours Baltimore Community Works, Inc. The first amendment to agreement will extend the period of the agreement through September 30, 2022 retroactively from September 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$90,000.00 - 4000-806422-6313-817705-603051

BACKGROUND/EXPLANATION:

On May 12, 2021, the Board approved an Original Agreement with Bon Secours Baltimore Community Works, Inc. with an initial term of October 1, 2020 to September 30, 2021. The purpose of this Agreement is to secure the services of the Provider to design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for Baltimore City out-of-school youth ages eighteen 18 to 24 years old. This Agreement included an option to renew the Agreement for an additional one-year term.

The purpose of this First Amendment is to exercise the renewal option and extend the term of the Agreement for an additional year from October 1, 2021 to September 30, 2022. In addition, the Amendment would increase funding by \$90,000.00 for the renewal term. Upon the approval of the Board, this Amendment will retroactively commence as of September 30, 2021.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

MBE/WBE PARTICIPATION:

N/A. This is a Professional Services Contract

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The First Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Employment Development – First Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to an Agreement with Maryland New Directions, Inc. The amendment will extend the period of the agreement through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$120,000.00 - 4000-806422-6313-817705-603051

BACKGROUND/EXPLANATION:

On May 12, 2021, the Board approved the Original Agreement with Maryland New Directions, Inc. with an initial term of October 1, 2020 through September 30, 2021.

The purpose of this Agreement is to secure the services of the Provider to design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for Baltimore City out-of-school youth ages 18 to 24 years old. The Agreement included an option to renew the Agreement for an additional one-year term.

The purpose of this First Amendment is to exercise the renewal option and extend the term of the Agreement for an additional year from October 1, 2021 to September 30, 2022. In addition, the Amendment would increase funding by \$120,000.00 for the renewal term. Upon the approval of the Board, this Amendment will retroactively commence as of September 30, 2021.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

MBE/WBE PARTICIPATION:

N/A- This is a Professional Services Contract

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The First Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Employment Development – First Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a First Amendment to an Agreement with the National Center on Institutions and Alternatives, Inc. The amendment will extend the period of the agreement through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$90,000.00 - 4000-806422-6313-817705-603051

BACKGROUND/EXPLANATION:

On September 22, 2021, the Board approved an Original Agreement with the National Center on Institutions and Alternatives, Inc. with an initial term of October 1, 2020 through September 30, 2021. The purpose of this Agreement is to secure the services of the Provider to design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for Baltimore City out-of-school youth ages 18 to 24 years old. This Agreement included an option to renew the Agreement for an additional one-year term.

The purpose of this First Amendment is to exercise the renewal option and extend the term of the Agreement for an additional year from October 1, 2021 to September 30, 2022. In addition, the Amendment would increase funding by \$90,000.00 for the renewal term. Upon the approval of the Board, this Amendment will retroactively commence as of September 30, 2021.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

MBE/WBE PARTICIPATION:

N/A. This is a Professional Services Contract

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The First Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Employment Development – First Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to an Agreement with America Works of Maryland, Inc. The amendment will extend the period of the agreement through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$90,000.00 - 4000-806422-6313-817705-603051

BACKGROUND/EXPLANATION:

On April 7, 2021, the Board approved the Original Agreement with America Works of Maryland, Inc. with an initial term of October 1, 2020 through September 30, 2021. The purpose of this Agreement is to secure the services of the Provider to design and deliver innovative programming and comprehensive services resulting in academic achievement and workplace readiness skills for Baltimore City in-school youth ages 16 to 21 years old. This Agreement included an option to renew the Agreement for an additional one-year term.

The purpose of this First Amendment is to exercise the renewal option and extend the term of the Agreement for an additional year from October 1, 2021 to September 30, 2022. In addition, the Amendment would increase funding by \$90,000.00 for the renewal term. Upon the approval of the Board, this Amendment will retroactively commence as of September 30, 2021.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

MBE/WBE PARTICIPATION:

N/A- This is a Professional Services Contract

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The First Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

CITY COUNCIL BILL

21-0154 – An Ordinance concerning the Sale of Property – 1201 North Rosedale Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain property that is located at 1201 North Rosedale Street (Block 2442D, Lot 016) and is no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Housing and Community Development (DHCD)

OPTIONS/CONDEMNATION/QUICK-TAKES:

DHCD – Condemnation

1. The Board is requested to approve the purchase, by condemnation, of the leasehold interest in 1013 N. Carey Street. The owner is Reservoir Hill Limited Partnership XI.

Amount	Account Number	Account Name	Project Name
\$2,200.00	9904-919052-9127-900000-704040	Smithson Street Park	Smithson Street Park

DHCD – Redemption or Extinguishment

2. The Board is requested to purchase the \$62.00 ground rent interest in 818 Edmondson Avenue, or the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation (SDAT) to redeem or extinguish the ground rent interest for this property as provided in Real Property Article § 8-110 of the Annotated Code of Maryland. The owners are E. Schier Welch, George E. Brown, F. Murray Forbes, Jr., and Frances C. Welch, Trustees under Declaration of Trust dated May 6, 1941.

Amount	Account Number	Account Name	Project Name
\$ 70.00	9910-904177-9588-900000-704044	Acquisition & Relocation	Upton West RFP
\$186.00	9910-904177-9588-900000-704044	Acquisition & Relocation	Upton West RFP

AGENDA

BOARD OF ESTIMATES

11/24/2021

DHCD – cont'd

The application fee is \$70.00 and three-years ground rent will be deposited with SDAT. A Redemption Certificate vesting fee simple title in the Mayor and City Council of Baltimore will be recorded. This property will be redeveloped.

The \$62.00 annual ground rent was created by a lease dated May 21, 1872.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

11/24/2021

Office of the State's Attorney – Grant Award
for Baltimore City (OSA)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the State of Maryland – Governor's Office of Crime Control and Prevention (GOCCP) entitled Comprehensive Violence Prosecution. The period of the award is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,760,355.00 - 5000-501522-1150-118000-405001

BACKGROUND/EXPLANATION:

GOCCP has awarded these funds to the OSA to support the prosecutions of non-fatal shootings, recidivist gun offenders, gun trafficking cases, and homicide cases in Circuit Court. Grant funding covers the salary and benefits of seventeen full-time employees.

The grant award is late because the award letter was just recently received from the State of Maryland.

APPROVED FOR FUNDS BY FINANCE

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND IT
CONFIRMED THE GRANT AWARD.**

(The Grant Award has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 2812 Walbrook Ave. (Block 3012 Lot 008).

AMOUNT OF MONEY AND SOURCE:

PROPERTY ADDRESS	ASSESSED VALUE	FLAT TAXES & WATER	TOTAL LIENS	RECOMMENDED PURCHASE PRICE
2812 Walbrook Ave	\$5,667.00	\$1,730.26	\$ 218,798.08	\$5,667.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate on July 20, 2020, in the total amount of \$218,798.08.

Neighborhood Housing Services of Baltimore, Inc. has offered to purchase the Tax Sale Certificate for \$5,667.00, file a petition to foreclose, acquire title to the property and return it to productive use.

The purchase price of \$5,667.00 covers the flat taxes and water. Other charges include \$97,283.03 for interest and penalties and \$43,278.27 for miscellaneous billing.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Space Utilization Committee – Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Southwest Partnership, Inc., Tenant, for the rental of the property known as 1051 W. Saratoga Street (Block 171, Portion of Lot 1), known as the former Poppleton Recreation Center. The period of the lease agreement is effective upon Board approval for 15 years. The Tenant has the right to renew for two, 15-year terms.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual Rent, if demanded

\$1.00 - Annual Rent for Renewal Term, if demanded

BACKGROUND/EXPLANATION:

Formerly a recreation center, 1051 W. Saratoga Street has been vacant for 17 years. The Tenant is proposing a \$1,600,000.00 renovation of the rundown building into a new recreation center with an emphasis on youth and family programming. The recreation center will provide programming that promotes skill development in areas such as the arts, science, language, and athletics. The center will include wellness activities, such as dance, yoga, exercise classes, and meditation. In addition, Southwest Partnership will use the renovation and operation of the center to bring multiple partners together around the goal of recreation and wellness.

The Tenant accepts the premises in “as is” condition. The tenant will bear the full expense to renovate the facility, including the foundation, roof, walls, gutters, downspouts, ventilating and heating systems, electrical, and plumbing. Once renovated, the Tenant will be responsible for and perform annual routine maintenance and repairs to all mechanical and structural systems, HVAC, plumbing, light fixtures, bulbs, bathroom fixtures’ functionality, clogged drains, toilets and sinks, interior walls, doors, and molding, painting, and carpeting, windows, and landscaping.

Tenant will be responsible for all operating costs, including utilities, janitorial, trash removal, pest control, security, snow and ice removal, liability insurance, and costs associated with telephones/computers.

The Space Utilization Committee approved this Lease Agreement on November 5, 2021.

(The Lease Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Real Estate/ – 6th Amendment to Lease Agreement
Department of Health

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the 6th Amendment to Lease Agreement with Edmondson Village, LLC, Landlord, for the rental of a part of the property known as 4400 Edmondson Avenue, consisting of approximately 2,537 square feet and known as Suite 4538. The 6th amendment will extend the period of the lease agreement through October 31, 2023.

AMOUNT OF MONEY AND SOURCE:

<u>Annually</u>	<u>Monthly Installments</u>
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\$38,055.00	\$3,171.25
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Account: 4000-423222-3080-294100-603013

BACKGROUND/EXPLANATION:

The Leased Premises will be used for offices by the Baltimore City Health Department's Women, Infants and Children's Program (WIC).

On April 22, 2009, the Board approved the Original Lease Agreement for a three-year period commencing November 30, 2008 to October 31, 2011, with the option to renew for an additional two-year period. On October 26, 2011, the Board approved the renewal option.

On December 21, 2011, the Board approved an Amendment to Lease Agreement to reflect a reduction in rental from January 1, 2012 through October 31, 2013. On October 30, 2013, the Board approved a 2nd Amendment to Lease Agreement to extend the lease for an additional two-year period, from November 1, 2013 through October 21, 2015. On October 21, 2015, the Board approved the 3rd Amendment to Lease Agreement to extend the lease for an additional two-year period from November 1, 2015 through October 31, 2017.

On December 6, 2017, the Board approved the 4th Amendment to Lease Agreement to extend the lease for an additional two-year period from November 1, 2017, through October 31, 2019. On April 22, 2020 the Board approved a 5th Amendment to Lease Agreement to extend the lease for an additional two-year period from November 1, 2019 through October 31, 2021.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Real Estate – cont'd

This 6th Amendment to Lease Agreement will extend the lease for an additional two-year term from November 1, 2021 through October 31, 2023. will remain in full force and effect. All other rentals, conditions, and provisions of the Lease Agreement dated April 22, 2009 and amended December 21, 2011, October 21, 2015, December 6, 2017, and April 22, 2020 will remain in full force and effect.

The Space Utilization Committee approved the 6th Amendment to Lease Agreement on October 8, 2021.

APPROVED FOR FUNDS BY FINANCE

(The 6th Amendment to Lease Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Real Estate – Amendment No. 2 to Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment No. 2 to Agreement of Sale with The Empowerment Center, Inc., (Purchaser), for the property known as 801 Braddish Avenue (Block 2373, Lot 001).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Amendment No. 2 to Agreement of Sale will amend Paragraph 5 to read as follows: Settlement for the property shall take place no later than January 15, 2022 on a date mutually agreeable to the City and the Purchaser and provided ten (10) days prior written notice is given to the City. Time is of the essence as to the provisions of the Agreement, but in any event, settlement shall be no later than the said date; unless the Comptroller of Baltimore, at his sole discretion, extends the settlement date. All other terms and conditions of the original Agreement of Sale dated February 24, 2021, and the Amendment No 1 dated April 14, 2021, will remain in full force and effect.

(The Amendment No. 2 to Agreement of Sale has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Space Utilization Committee – Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Moravia Limited Partnership, Landlord, and the Mayor and City Council of Baltimore, Tenant, for the rental of a portion of the property known as 6601A Moravia Park Drive, consisting of approximately 2,650 square feet. The period of the lease is December 1, 2021 through November 30, 2024.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>	
\$27,000.00	\$2,250.00	Year 1
\$28,356.00	\$2,363.00	Year 2
\$29,760.00	\$2,480.00	Year 3

Account: 1001-000000-3100-295900-603050

BACKGROUND/EXPLANATION

The Leased Premises will be used for the Baltimore City Health Department. The Landlord will keep in good order and repair the roof, gutters, downspouts, and the exterior and structural portions of the building in which the premises is located. The Landlord will also pay all taxes, public dues, charges, and assessments of every kind on the Leased Premises.

Tenant will secure and maintain a full-service contract on all heating and air conditioning equipment servicing the Leased Premises and will deliver a copy of such contract to Landlord within 15 days after the commencement of this Lease and whenever a change of company is made. Tenant will promptly pay all gas, electricity, telephone, internet, housekeeping, trash disposal, security, and any other utilities and services that may be required for or in the use of the premises. The Tenant will be responsible for pest control on the premises.

The Space Utilization Committee approved this Lease Agreement on October 17, 2021.

(The Lease Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Real Estate/ – Interdepartmental Lease Agreement Renewal Option
Department of Health

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal option of the Interdepartmental Lease Agreement between the Department of General Services, Landlord, and the Department of Health, Tenant, for the rental of a portion of the property known as 621 N. Eden Street, being on the second floor and consisting of approximately 6,547 square feet.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Quarterly Installments</u>
\$53,054.86	\$13,263.89

Account: 4000-423222-3080-271400-603013

BACKGROUND/EXPLANATION

On December 12, 2012, the Board approved the Interdepartmental Lease Agreement between the Landlord and Tenant. The Leased Premises will be used for administrative and clinical offices for the Department of Health's Women, Infant and Children Program (WIC).

The agreement was for five years, from July 1, 2012 through June 30, 2017 with the option to renew for five additional one-year periods. The Department of Health has exercised its final renewal option (Renewal Option Five) commencing July 1, 2021 through June 30, 2022 at the above rental rate. All other rentals, conditions and provisions of the Interdepartmental Lease Agreement dated December 12, 2012 will remain in full force and effect.

The renewal option is late because of an oversight in processing.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

11/24/2021

Space Utilization Committee – Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Mandy Cooper and Nadia Morales, Lessee, for the rental of property located at 1427 Light Street, known as School 33, Studio #206 (2nd floor). The period of the lease is November 1, 2021 through October 31, 2022, with the right to renew automatically for three one-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>	
\$6,600.00	\$550.00	Initial Term
\$7,200.00	\$600.00	Renewal Term

BACKGROUND/EXPLANATION:

The demised premises will be used as an artist's studio for the Lessee. Lessor is responsible for heat, electricity and water. Lessee is responsible for air conditioning, content insurance, janitorial, trash receptacles, and security. Lessee is responsible for the installation of a telephone and Internet and maintaining the wireless network (Wi-Fi).

The Space Utilization Committee approved this Lease Agreement on November 5, 2021.

(The Lease Agreement has been approved by the Law Department as to form and legal sufficiency.)

TRANSFER OF FUNDS

* * * * *

The Board is requested to approve
the Transfer of Funds
listed on the following page:
50

In accordance with Charter provisions
a report has been requested from the
Planning Commission, the Director
of Finance having reported
favorably thereon.

AGENDA

BOARD OF ESTIMATES

11/24/2021

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works/Office of Engineering and Construction</u>			
1.	\$ 50,000.00 Waste Water Revenue Bonds	9956-918042-9549 SC 974R Gwynns Falls/ Patapsco	9956-902928-9551 SC 1028 Outfall 156
The transfer will cover the costs for SC 1028 Outfall 156.			
2.	\$ 50,000.00 Waste Water Revenue Bonds	9956-915040-9549 SC 945R Herring/ Dundalk	9956-906919-9551 SC 1019 CCTV Assessment Zone A
The transfer will cover the costs for SC 1019 CCTV Assessment Zone A.			
3.	\$ 50,000.00 Water Revenue Bonds	9956-907857-9551 SC 943 Cured in Place SS Lining	9956-906920-9551 CCTV Assessment Zone B
The transfer will cover the costs for SC 1022 CCTV Assessment Zone B.			
4.	\$ 50,000.00 Water Revenue Bonds	9956-907857-9551 SC 943 Cured In Place SS Lining	9956-910911-9551 CCTV Assessment Zone C
The transfer will cover the costs for SC 1021 CCTV Assessment Zone C.			
5.	\$ 50,000.00 Water Revenue Bonds	9956-903569-9549 Sanitary Sewer Replace Rehab	9956-903922-9551 CCTV Assessment Zone D
The transfer will cover the costs for SC 1022 CCTV Assessment Zone D.			

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Housing and – Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Cherry Hill Development Corporation. The period of the agreement is effective upon Board approval for 24 months.

AMOUNT OF MONEY AND SOURCE:

\$245,000.00 - 9910-906229-9588

BACKGROUND/EXPLANATION:

On September 20, 2019, the Baltimore City Department of Housing and Community Development (DHCD) made a commitment to the Cherry Hill Development Corporation, an Affordable Housing Trust Fund Community Land Trust by way of a grant in the amount of \$245,000.00 for the renovation of properties in Baltimore that have been designated for permanently affordable housing. These units are to be inhabited by citizens of Baltimore City at and below 50% of the Area Median Income ("AMI") in an effort to create permanently affordable housing in Baltimore City.

In order to fully implement permanently affordable housing, the City of Baltimore is working with the Cherry Hill Development Corporation to support this project. The Department of Housing and Community Development signed a conditional award commitment, pending Board approval to make the funds available for the affordable housing to be created and support unit development. The work performed under the commitment included acquisition, construction design, ground lease restrictions, and construction documents.

This commitment provides \$245,000.00 in funds to the Cherry Hill Development Corporation to fund the construction, renovation, and preparation of affordable units, as is the purpose and mission of the Affordable Housing Trust Fund.

The Grantee may submit a written request to DHCD asking for a one-year extension to the term of this Agreement and/or a budget reallocation not to exceed 20% of the Grant Funds.

The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to DHCD at least 30 days prior to the Termination Date. The request must include all required documentation to justify the need for an extension. The Housing Commissioner or their designee will approve or deny the request in writing.

AGENDA

BOARD OF ESTIMATES

11/24/2021

DHCD – cont'd

This award is also contingent upon a signed and recorded "Declaration Of Restrictive Covenants" form, which has been included in this submission. This "Declaration Of Restrictive Covenants" places a restriction on the use and sale of the land in order to enforce the goals of the Affordable Housing Trust Fund's purpose to create affordable housing for citizens of Baltimore city.

MBE/WBE PARTICIPATION:

The Grantee has signed a Commitment to Comply.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

DHCD – cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$245,000.00	9910-905226-9588	9910-906229-9588
2 nd Affordable Housing	Affordable Housing Trust	AHTF_C_I Cherry Hill
Loan	Fund 2 nd Affordable	2019 245K
	Housing Loan	

This transfer will provide funds to Cherry Hill CDC for costs related to the Affordable Housing Trust Fund to support affordable housing in Baltimore City.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Housing and – Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Northeast Housing Initiative, Inc, (NEHI). The period of the agreement is effective upon Board approval for 24 months.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - 9910-911227-9588

BACKGROUND/EXPLANATION:

The Baltimore City Department of Housing and Community Development (DHCD) made a commitment to the NEHI, an Affordable Housing Trust Fund Community Land Trust, by way of a grant in the amount of \$750,000.00 for the renovation of properties that have been designated for permanently affordable housing. These units are to be inhabited by citizens of Baltimore City at and below 50% of the Area Median Income ("AMI") in an effort to create permanently affordable housing in Baltimore City.

In order to fully implement the permanently affordable housing, the City of Baltimore is working with NEHI to support this project. On April 1, 2021, the Department of Housing and Community Development signed a conditional award commitment, which is pending Board approval to make the funds available for the affordable housing to be created and support unit development. The work being performed under the commitment included acquisition, construction design, ground lease restrictions, and construction documents.

This commitment provides \$750,000.00 funds to NEHI to fund the construction, renovation, and preparation of affordable units as is the purpose and mission of the Affordable Housing Trust Fund.

The Grantee may submit a written request to DHCD asking for a one-year extension to the term of this Agreement and/or a budget reallocation not to exceed 20% of the Grant Funds.

The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to DHCD at least 30 days prior to the Termination Date. The request must include all required documentation to justify the need for an extension. The Housing Commissioner or their designee will approve or deny the request in writing.

AGENDA

BOARD OF ESTIMATES

11/24/2021

DHCD – cont'd

This award is also contingent upon a signed and recorded "Declaration of Restrictive Covenants" form, which has been included in this submission. This "Declaration of Restrictive Covenants" places a restriction on the use and sale of the land in order to enforce the goals of the Affordable Housing Trust Fund's purpose to create affordable housing for citizens of Baltimore City.

MBE/WBE PARTICIPATION:

The Grantee has signed a Commitment to Comply.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

DHCD – cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$750,000.00	9910-905226-9588	9910-911227-9588
1 st Affordable Housing	Affordable Housing Trust	AHTF NEHI CLT 2021
Loan	Fund	Grant

This transfer will provide funds for the Northeast Housing Initiative for costs related to the Affordable Housing Trust Fund to support affordable housing in Baltimore City.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Housing and – Ratification of CDBG - 46 Agreements Community Development

The Board is requested to ratify and authorize execution of the various CDBG - 46 Agreements. The period of the agreement is July 1, 2020 through June 30, 2021.

Pursuant to guidance from the Department of Housing and Urban Development (HUD), an Agreement must be executed for the utilization of Community Development Block Grant (CDBG) funds to support non-profit organizations.

1. **LEARNING IS FOR TOMORROW, INC.** **\$ 65,000.00**

Account: 2089-208921-5930-818234-607001

Under the terms of this Agreement, CDBG funds were used to conduct a literacy program offering personalized participatory and comprehensive literacy and support services to low-and moderate-income illiterate adults. The program curriculum included pre-GED/GED preparation, literacy, math, computer labs, life skills classes, and tutoring. CDBG funds were utilized to subsidize operating costs.

MWBOO GRANTED A WAIVER ON NOVEMBER 8, 2021.

2. **SOUTH BALTIMORE LEARNING CENTER, INC.** **\$ 65,000.00**
(SBLC)

Account: 2089-208921-5930-818234-607001

Under the terms of this Agreement, CDBG funds were utilized to subsidize a portion of SBLC's operating costs. SCLC will provide Adult Basic Education (ABE), Pre-GED, GED, tutoring, and career counseling services to low-and moderate-income youth and adults that have dropped out of high school.

MWBOO GRANTED A WAIVER ON NOVEMBER 8, 2021.

The agreements are late because of administrative and subrecipient delays.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Ratification of CDBG - 46 Agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Housing and Community Development (DHCD) - Side Yard Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement for the sale of the City-owned property located at 508 E. 21st Street (Block 4019, Lot 006) to Mr. Antwuan Wallace, Purchaser.

AMOUNT OF MONEY AND SOURCE:

The lot will be sold for \$500.00, of which \$400.00 will be held in escrow by the City for the benefit of the Purchaser to be applied at settlement for closing costs, including transfer taxes, recordation fees, taxes, and associated title services.

BACKGROUND/EXPLANATION:

The Purchaser will be using private funds to pay for the acquisition and maintenance of the property.

The DHCD's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 508 E. 21st Street (Block 4019, Lot 006) to the adjacent property owner, Mr. Wallace. As a condition of conveyance, Mr. Wallace has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City has the legal authority to dispose of the property pursuant to Article II, § 15 of the Baltimore City Charter, Article 13 of the Baltimore City Code, which established the Department of Housing and Community Development, Article 28, Subtitle 8-3 and Article 13, §2-7 (h) of the Baltimore City Code.

DHCD – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR SALE:

The property is being sold for \$500.00 as the Purchaser holds title on the adjacent property as owner-occupied. The rationale for the conveyance is for the following reasons:

- the sale will serve a specific benefit to the immediate community,
- the sale will help to eliminate blight, and
- the sale will return the property to the City's tax rolls.

MBE/WBE PARTICIPATION:

The Purchaser will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

(The Side Yard Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Housing and
Community Development (DHCD) - Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement for the sale of the City-owned air rights parcel known as 800 W. North Avenue to Madison Park North, LLC, Developer.

AMOUNT OF MONEY AND SOURCE:

\$40,000.00 – Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the air rights parcel known as 800 W. North Avenue to Madison Park North, LLC for the total purchase price of \$40,000.00. The Developer will pay \$40,000.00 at closing.

Madison Park North, LLC will redevelop the property as part of a larger approximately \$100,000,000.00 project encompassing the 700 and 800 blocks of West North Avenue into a mixed-use development of residential townhomes, multi-family housing, and retail and/or institutional uses that integrate with the surrounding neighborhoods.

The authority to sell the property is from Article II, Section 15 of the Charter, Article 13 of the Baltimore City Code, which established the Department of Housing and Community Development, and Ordinance No. 1594, the Madison Park North Urban Renewal Plan, originally approved by the Mayor and City Council of Baltimore on April 16, 1963, as amended; and Ordinance No. 17-021 approved by the Mayor and City Council of Baltimore on May 17, 2017.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE:

The fair market value of the property was appraised at \$40,000.00. The property is being sold to the Developer for \$40,000.00.

AGENDA

BOARD OF ESTIMATES

11/24/2021

DHCD – cont'd

MBE/WBE PARTICIPATION :

The Developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

(The Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Housing and Community Development (DHCD) – Acquisition by Gift

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1812 Dover Street (Block 0260, Lot 011) as a gift from KNW Properties, LLC, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The Owner of the property located at 1812 Dover Street agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

KNW Properties, LLC has offered to donate the title to the property located at 1812 Dover Street to the City. With the Board's approval, the City will receive clear and marketable title to the property, SUBJECT only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD Development Division seeks approval to acquire the property SUBJECT to all municipal liens, other than water bills and all interests and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through November 8, 2021 (date lien sheet was issued), other than water bills (which must be part of the transaction), is as follows:

AGENDA

BOARD OF ESTIMATES

11/24/2021

DHCD – cont'd

1812 Dover Street

Real Property Tax	2021-2022	\$ 542.80
Real Property Tax	2020-2021	681.43
Miscellaneous	8911372	201.43
Miscellaneous	8952947	199.13
Miscellaneous	9058579	149.54
Miscellaneous	9190612	130.83
Miscellaneous	9276288	124.12
Miscellaneous	9299363	122.31
Miscellaneous	9310343	118.58
Registration	021583	308.80
Total Taxes Owed:		<u>\$2,578.97</u>

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Baltimore Civic Fund, Inc. The period of the agreement is effective upon Board approval through December 31, 2022, unless terminated earlier pursuant to the terms of this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$8,300,000.00 - 4001-442206-1220-818801-607001

BACKGROUND/EXPLANATION:

The Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 (ARPA) has provided \$641,000,000.00 in one-time funding to the City of Baltimore in response to the COVID-19 public health emergency and its negative economic impacts. Mayor Brandon M. Scott has allocated \$25,000,000.00 for the establishment of an Economic Recovery Fund for organizations impacted by the COVID-19 public health emergency.

The Mayor's Office of Recovery Programs has awarded ARPA funding in the amount of \$8,300,000.00 to the Baltimore Civic Fund, Inc. to provide financial and technical assistance to nonprofit organizations in Baltimore City negatively impacted by the COVID-19 public health emergency.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD OBJECTION.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Baltimore Development Corporation. The period of the agreement is effective upon Board approval through December 31, 2023, unless terminated earlier pursuant to the terms of this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$11,700,000.00 - 4001-442206-1220-818800-607001

BACKGROUND/EXPLANATION:

The Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 (ARPA) has provided \$641,000,000.00 in one-time funding to the City of Baltimore in response to the COVID-19 public health emergency and its negative economic impacts. Mayor Brandon M. Scott has allocated \$25,000,000.00 for the establishment of an Economic Recovery Fund for organizations impacted by the COVID-19 public health emergency.

The Mayor's Office of Recovery Programs has awarded ARPA funding in the amount of \$11,700,000.00 to the Baltimore Development Corporation to provide financial and technical assistance to small businesses in Baltimore City negatively impacted by the COVID-19 public health emergency.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Baltimore Office of Promotion & the Arts, Inc. The period of the agreement is effective upon Board approval through December 31, 2022, unless terminated earlier pursuant to the terms of this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 4001-442206-5930-716100-607001

BACKGROUND/EXPLANATION:

The Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 (ARPA) has provided \$641,000,000.00 in one-time funding to the City of Baltimore in response to the COVID-19 public health emergency and its negative economic impacts. Mayor Brandon M. Scott has allocated \$25,000,000.00 for the establishment of an Economic Recovery Fund for organizations impacted by the COVID-19 public health emergency.

The Mayor's Office of Recovery Programs has awarded ARPA funding in the amount of \$500,000.00 to the Baltimore Office of Promotion & the Arts, Inc. to provide financial and technical assistance to individual artists in Baltimore City negatively impacted by the COVID-19 public health emergency.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Family League of Baltimore, Inc. The period of the agreement is effective upon Board approval through February 28, 2023, unless terminated earlier pursuant to the terms of this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$2,000,000.00 - 4001-442206-4460-692000-607001

BACKGROUND/EXPLANATION:

The Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 (ARPA) has provided \$641,000,000.00 in one-time funding to the City of Baltimore in response to the COVID-19 public health emergency and its negative economic impacts. Mayor Brandon M. Scott has allocated \$25,000,000.00 for the establishment of an Economic Recovery Fund for organizations impacted by the COVID-19 public health emergency.

The Mayor's Office of Recovery Programs has awarded ARPA funding in the amount of \$2,000,000.00 to the Family League of Baltimore, Inc. to provide financial assistance to providers of child daycare services in Baltimore City negatively impacted by the COVID-19 public health emergency.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Visit Baltimore, Inc. The period of the agreement is effective upon Board approval through April 30, 2023, unless terminated earlier pursuant to the terms of this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$2,500,000.00 - 4001-442206-5903-419500-607001

BACKGROUND/EXPLANATION:

The Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 (ARPA) has provided \$641,000,00.00 in one-time funding to the City of Baltimore in response to the COVID-19 public health emergency and its negative economic impacts. Mayor Brandon M. Scott has allocated \$25,000,000.00 for the establishment of an Economic Recovery Fund for organizations impacted by the COVID-19 public health emergency.

The Mayor's Office of Recovery Programs has awarded ARPA funding in the amount of \$2,500,000.00 to Visit Baltimore, Inc. to provide financial assistance to accommodations providers in Baltimore City negatively impacted by the COVID-19 public health emergency.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

EXTRA WORK ORDER AND TRANSFER OF FUNDS

* * * * *

The Board is requested to approve

the

Extra Work Order

as listed on the following pages:

70 - 71

The EWO has been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfer of Funds,
pursuant to Charter provisions, a report has

been requested from the Planning

Commission, the Director of Finance

having reported favorably thereon.

AGENDA

BOARD OF ESTIMATES

11/24/2021

EXTRA WORK ORDER

<u>Contract</u> <u>Awd. Amt.</u>	<u>Prev. Apprvd.</u> <u>Extra Work</u>	<u>Contractor</u>	<u>Time</u> <u>Ext.</u>	<u>%</u> <u>Compl.</u>
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Department of Recreation and Parks (BCRP)

- | | | | | |
|----|--|--------------------|-----------------------------|------------|
| 1. | <u>EWO # 005, \$13,821.67 – RP 19803, Patterson Park Athletic Field Lighting</u> | | | |
| | <u>\$964,125.00</u> | <u>\$28,757.32</u> | <u>Lighting Maintenance</u> | <u>61</u> |
| | | <u>Inc.</u> | | <u>88%</u> |

This EWO will cover the additional costs due to BG&E delays with the installation of a new 15Kva transformer for Ortmann Field Lightning Package installations. Due to a major power surge or a utility hit nearby causing a major back feed which subsequently blew the TSF's (Transient Surge Filters) and nine coils inside the control panels after the new 15Kva transformer was installed and new lights were energized, the Contractor had to troubleshoot and repair the lighting cabinet to restore lights on Ortmann Field. This is outside the warranty of the Musco Lighting Package, and the Contractor is being charged for all materials.

The BCRP has reviewed the Contractor's estimates and agrees with the additional charges. Due to excessive rain and flooding of Ortmann Fields, where work still needs to be completed, the BCRP is requesting a 61-day non-compensable time extension. There were three previously approved time extensions were: 73, 90, and 62 non-compensatory days. The latter had a completion date of August 31, 2021. This request will extend the new completion date to October 31, 2021.

MBE/WBE PARTICIPATION:

Lighting Maintenance, Inc. will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement, which were:

MBE: 4%

WBE: 1%

The current MBE attainment is 6.5% of the MBE goal and 0.% of the WBE goal.

THE EAR WAS APPROVED BY MWBOO ON OCTOBER 7, 2021.

AGENDA

BOARD OF ESTIMATES

11/24/2021

EXTRA WORK ORDER

<u>Contract</u> <u>Awd. Amt.</u>	<u>Prev. Apprvd.</u> <u>Extra Work</u>	<u>Contractor</u>	<u>Time</u> <u>Ext.</u>	<u>%</u> <u>Compl.</u>
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BCRP – cont'd

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$ 15,000.00	9938-909064-9475	
State (Program	FY16 Athletic Field	
Open Space)	Renovation – Reserve	
5,000.00	" "	
1 st Parks &		
<u>Public Facilities</u>		
\$ 20,000.00	-----	9938-910064-9474
		FY16 Athletic Field
		Renovation – Active

This transfer will provide the funds to cover the costs associated with Change Orders for Patterson Park Athletic Field Lighting for Contract No. RP 19803.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Transportation – Minor Privilege Permit Application

The Board is requested to approve the following application for a Minor Privilege Permit. The application is in order as to the Minor Privilege Regulations of the Board and the Building Regulations of Baltimore City.

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	3133 Greenmount Avenue	DG Greenmount LLC	Three Planters 1'6"x3'

Annual charge: \$105.60

Since no protests were received, there are no objections to approval.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Transportation – Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the State Highway Administration of the Maryland Department of Transportation, acting for and on behalf of the State of Maryland for the removal of snow on the City's maintained portion of the JFX and 295 along with additional roadways MD 45, MD 542, MD 41, MD 147, MD 139, MD 25, MD 140 and US 1 when the snowfall exceeds 20 inches. The period of the MOU is effective upon Board approval for five years.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 1001-000000-5015-382300-603051

BACKGROUND/EXPLANATION:

The Department is requesting the Board approve an MOU which outlines the responsibilities between SHA and the Department for snow removal along the Jones Falls Expressway from the County/City line to Fayette Street and Interstate 295 from the County/City line to Westport Road. The removal will consist of SHA's efforts to remove snow from MD 45, MD 542, MD 41, MD 147, MD 139, MD 25, MD 140, and US 1 when the snowfall exceeds 20 inches. The City shall be responsible for all costs incurred by SHA for the removal.

The Parties agree that this MOU will be evaluated at the end of the term, which will address, among other things, deficiencies, findings, and/or corrective actions which may have been discovered during such evaluation. This five-year agreement will commence upon Board of Estimates approval.

MBE/WBE/DBE/PARTICIPATION:

Irrespective of Article 5, Subtitle 28-4, this item is not the result of City procurement, and the Department is responsible for all cost, therefore, MWDBE goals do not apply.

(The Memorandum of Understanding has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Transportation (DOT) – Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No.1 to Agreement (Amendment) under Project No. 1246, Automated Traffic Violation Enforcement System (ATVES) with American Traffic Solutions, Inc. d.b.a. Verra Mobility in connection with I-83 Selection and Installation. The Amendment will extend the period of the Agreement through August 25, 2023.

AMOUNT OF MONEY AND SOURCE:

\$6,660,000.00 – 6000-618000-6971-659100-603051

BACKGROUND/EXPLANATION:

On May 17, 2017, the Board approved a contract with American Traffic Solutions, Inc. in the amount of \$5,400,000.00 for fixed and portable school and work zone speed cameras. The contract was awarded with a term of five years resulting in an expiration date of May 17, 2022. This contract also contains two renewal options of two years each.

The original contract provided that the Department anticipated starting the contract with 20-speed cameras (10 fixed and 10 portable). Importantly, the Department recognized that if the speed camera program was a success, the number of cameras would be increased over time. Accordingly, the contract expressly provides that, *“At any time, the City may increase or decrease the number of complete camera systems installed for the ATVES program.”*

The cost of the camera system is based on an agreed flat price for each installed camera system as per law (see Maryland Transportation Code Ann §21-809 (i)(2) Use of Contractors; Restrictions on Fee). The contractor does not receive any portion of the fines levied or collected by the City. The per-camera price was set forth on May 17, 2017, in the contract approved by the Board. The prices on those price schedules remain in effect now.

On Wednesday, March 11, 2020, the Board of Estimates approved a Memorandum for the Increase to the Contract Value to American Traffic Solutions, Inc. in the amount of \$7,602,000.00 to continue ongoing services and to cover costs during FY 20 and FY 21 and the installation of additional cameras.

AGENDA

BOARD OF ESTIMATES

11/24/2021

DOT – cont'd

On Wednesday, January 27, 2021, the Board approved a Memorandum for the Increase to the Contract Value to American Traffic Solutions, Inc. in the amount of \$6,160,000.00 to continue ongoing services and to cover costs of an additional 25-speed cameras.

On Wednesday, September 1, 2021, the Board approved a Memorandum for the Increase to the Contract Value to American Traffic Solutions, Inc. in the amount of \$7,248,000.00 to continue ongoing services and to cover the cost through June 30, 2022. The Board also approved a memorandum exercising the first of the two options to extend the term of this Agreement for an additional two-year period resulting in an expiration date of May 17, 2024.

The Maryland General Assembly enacted Md. Code Ann., Transp. §21-809 b et seq., effective June 2021, to allow the installation of two-speed camera systems on Interstate-83 ("I-83") within Baltimore City. A camera will operate in the northbound and southbound lanes.

Traffic accidents involving serious property damage and personal injuries are in many cases directly caused by the excessive and illegal speed of vehicles operated on I-83. It is in the public interest to reduce the excessive and illegal speed of vehicles on I-83, and it has been shown that speed camera systems are effective in reducing vehicle speeds.

The Department estimates approximately 150,000 citations per month, which accounts for a monthly fee of \$925,000.00 and results in an ask from the Board of \$6,660,000.00. This amount would cover the Department for six months after the three-month warning period.

The parties now desire to amend the Original Agreement to add two-speed camera systems to the speed cameras currently deployed and maintained by Contractor, to locate said speed cameras on I-83 and thereafter operate and maintain them in full compliance with all the requirements of Md. Code Ann., Transp. § 21-809 b et seq.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article No. 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement, which are:

AGENDA

BOARD OF ESTIMATES

11/24/2021

DOT – cont'd

MBE: 4%

WBE: 1%

The established minority goals for this contract are 4% MBE and 1% WBE. Pending the MWBOO Compliance review the contractor has achieved 3.93% MBE goal and 0.07% WBE goal, respectively.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Amendment No.1 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Transportation – FY22 Operating Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Fiscal Year 2022 Operating Grant Agreement with the Maryland Department of Transportation (MDOT) and the Maryland Transit Administration (MTA). The period of the agreement is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,982,011.00 – 5000-580822-2303-248700-405001

BACKGROUND/ EXPLANATION:

The Department is a recipient of a Federal Transit Act Grant to fund operating expenses associated with the provisions of transportation services for the Charm City Circulator (Large Urban Operating, Circulator).

The purpose of this Grant is to provide for the undertaking of a public transportation service with financial assistance under MTA's public transportation program. The assistance provided by this Grant consists of a combination of federal, state, and local funds.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The FY22 Operating Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Public Works – Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to a Memorandum of Understanding (MOU) with Northeast Maryland Waste Disposal Authority. This is the second amendment to the MOU that will increase the duration time of the contract by two-years for a total contract duration time of five-years. The current expiration date is December 31, 2021 and the new expiration date is December 31, 2023.

AMOUNT OF MONEY AND SOURCE:

No funds are needed for this request.

BACKGROUND/EXPLANATION:

On December 12, 2018, the Board approved the original MOU in the amount of \$5,000,000.00 for a one-year contract which had an expiration date of December 31, 2019. On October 16, 2019, the Board approved Amendment No. 1 for a no-cost extension to the original MOU for a new expiration date of December 31, 2021. For Amendment No. 2, the Bureau of Solid Waste (BSW) requests a two-year time, no-cost extension to the MOU to continue implementing regulatory compliance projects at the Quarantine Road Landfill.

Quarantine Road Landfill has received numerous violations from the Maryland Department of Environment (MDE) for non-compliance with Refuse Disposal Permit No. 2014-WMF-0325 and Industrial 12-SW Stormwater General Discharge Permit, and from the City for non-compliance with Baltimore City Code, Article 7, §31-8. Under the existing MOU, BSW has been able to make progress toward achieving compliance with the MDE Refuse Disposal Permit. The major accomplishments have been: 1) Daily Cover and Seep repair, 2) Cell 6 Liner Repair, 3) Erosion and Sediment Control Plan, and 4) Installation and monitoring of groundwater monitoring wells at the Landfill and former Millennium Landfill. The proposed scope of work items scheduled to be accomplished under this no-cost extension include 1) Leachate Storage Tank Design and Construction, 2) Stormwater maintenance and repairs, and 3) Completion of Leachate Conveyance Repairs and Improvements. The proposed scope of work will adhere to the original MOU scope framework of the installation, repair, or maintenance of (i) Sediment and Erosion Controls; (ii) Leachate Conveyance and Control System; (iii)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Public Works – cont'd

Leachate Storage; (iv) Refuse Permit Compliance; (v) Industrial Stormwater Compliance; and (vi) Other Miscellaneous Compliance Issues.

AUDITS NOTED THE NO COST TIME EXTENSION.

(The Amendment No. 1 to Memorandum of Understanding has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Public Works/Office - Partial Release of Retainage of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Partial Release of Retainage with IPR Northeast, LLC for Sanitary Contract 980 – Rehabilitation & Improvements to Sanitary Sewers at Various Locations in Baltimore City.

AMOUNT OF MONEY AND SOURCE:

\$342,462.97 – 9956-905343-9551-000000-200001

BACKGROUND/ EXPLANATION:

As of August 10, 2020 IPR Northeast, LLC has completed 100% of work for SC980-Rehabilitation and Improvements to Sanitary Sewers at Various Locations in Baltimore City. The Contractor has requested a partial release of retainage for \$342,462.97. Currently, the City is holding \$428,710.72 in retainage for the referenced project, and the contractor is requesting to reduce the amount of Retainage to \$86,247.75. The remaining amount listed above is sufficient enough to protect the interest of the City.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Partial Release of Retainage Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Public Works (DPW) – Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the cost of transitional housing for up to three months for Ms. Audree V. Jones-Taylor, Chief of Staff for the Department of Public Works, who was recruited from out-of-state.

AMOUNT OF MONEY AND SOURCE:

\$5,308.53 - 1001-000000-1901-190300-603001 (Not to exceed)

BACKGROUND/EXPLANATION:

The Baltimore City Administration recruited for the position of Director of Public Works through a national search to find the most highly qualified candidate. Mr. Jason W. Mitchell began in that position effective May 3, 2021.

The Chief of Staff is in a critical position as Director Mitchell carries out the transitional change in DPW. Director Mitchell has offered the role to Ms. Jones-Taylor. This position is essential to the successful operation of the Department, and Ms. Jones-Taylor has the requisite experience, qualifications, and expertise necessary to ensure future progress within the DPW.

Ms. Jones-Taylor will be relocating from Oakland, California. In order to make the transition to Baltimore economically feasible, the Administration supports, contingent upon Board approval, transitional housing for a period not to exceed three months beginning October 29, 2021. The estimated cost is \$5,308.53.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Department of Public Works/Office – Task Assignment
of Engineering and Construction (DPW)

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task 003 with EA Engineering Science and Technology, Inc., under Project No. 1239, On-Call Environmental Services for Hazardous Waste Handling. The duration of this task is approximately three months.

AMOUNT OF MONEY AND SOURCE:

\$26,216.81 – 9956-905971-9551-900020-703032 (Wastewater Revenue Bonds)
26,216.81 – 9960-912802-9557-900020-703032 (Water Revenue Bonds)
\$52,433.62 – Total

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction has requested EA Engineering Science and Technology, Inc. to provide Hazardous Building Materials Survey (asbestos, lead-based and lead-containing paint, polychlorinated biphenyls containing equipment, mercury-containing equipment, containerized wastes, and other regulated materials), Phase I Environmental Site Assessment to identify and assess recognized environmental conditions and conducting a Phase II Environmental Site Assessment including soil, groundwater, and soil gas sampling analysis. The original contract will expire on December 21, 2021.

MBE/WBE PARTICIPATION:

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement, which are:

MBE: 27%

WBE: 10%

Currently, this On-Call Agreement is not in compliance because the current Project No. 1239 utilization is only 1.5% of the \$1,000,000.00 contract upset limit. The current goals are:

MBE: 27%

AGENDA

BOARD OF ESTIMATES

11/24/2021

DPW – cont'd

WBE: 10%

THE EAR WAS APPROVED BY MWBOO ON JULY 27, 2021

AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$27,000.00	9960-911088-9558	
Water Revenue	Office Project @ Nieman	
Bonds	Avenue	
27,000.00	" "	
<u>County revenue</u>		
\$54,000.00	-----	9960-912802-9557-3
		Study

This transfer will cover water utility the costs for Project No. 1239, On-Call Environmental Services for Hazardous Waste Handling.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

Fire Department – Non-Construction Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Non-Construction Consultant Agreement (Agreement) with the University of Maryland, Baltimore (UMB). The period of the Agreement is May 1, 2020 through April 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$78,125.00 5000-512719-3191-308700-603026

BACKGROUND/EXPLANATION:

On July 10, 2019, the Board approved the Community Health Resource Commission (CHRC) Grant for the period May 1, 2019 through April 30, 2021. On May 12, 2021, the Board approved a no-cost time extension to extend the period of the CHRC Grant through April 30, 2022.

Under the terms of the CHRC Grant Award, this Agreement will allow the UMB to provide the services of an Executive Director (ED) and a Project Director (PD) to implement and evaluate the Pilot of a “big data” Artificial Intelligence analytics platform in its Transitional Health Support Program.

The ED will lead program implementation and evaluation efforts, monitor project timeline, and activities, and manage budget expenditures/re-reporting. The salary for the ED will be \$36,500.00 (9% FTE) for year one and \$9,125.00 (2.2% FTE) for year two.

The PD will oversee the program and provide supervision and training. The salary for the PD will be \$26,000.00 (10% FTE) for year one and \$6,500.00 (2.5% FTE) for year two.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Fire Department – cont'd

This Agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Non-Construction Consultant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contract
listed on the following pages:

87 – 89

to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.

In connection with the Transfer of Funds,
a report has been requested from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

AGENDA

BOARD OF ESTIMATES

11/24/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- | | | | | |
|----|--|--------------------|----|-----------|
| 1. | B50006301, SWAT
Inflatable Training
Wall | RFD Beaufort, Inc. | \$ | 58,220.00 |
|----|--|--------------------|----|-----------|

(Baltimore Police Department)

MBE/WBE PARTICIPATION:

On August 11, 2021, MWBOO determined no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | | |
|----|---|---|-----------------|
| 2. | B50006283, Worker's
Compensation Claims
Administration Services | Sedgwick Claims
Management Services,
Inc. | \$21,627,461.07 |
|----|---|---|-----------------|

(Department of Finance)

MBE/WBE PARTICIPATION:

On July 7, 2021, MWBOO set goals of 27% MBE and 10% WBE. On November 10, 2021, Sedgwick Claims Management Services, Inc. was found in compliance.

MBE: SPRC, LLC 27%

WBE: All-Pro Placement Services, Inc. - 3%; Heritage Investigation Group - 3%;
Compensation Investigations, Inc. – 3%; Mary Kraft & Associates, Inc. – 1%

- | | | | | |
|----|--|--|----|------------|
| 3. | B50006022, Citywide
Police Requested Towing
Services | C&S Towing and
Transport
The Auto Barn, Inc. | \$ | 652,300.00 |
|----|--|--|----|------------|

MBE/WBE PARTICIPATION:

On June 3, 2020, MWBOO set goals of 13% MBE and 2% WBE. On July 20, 2021,

AGENDA

BOARD OF ESTIMATES

11/24/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

C&S Towing and Transport, The Auto Barn Inc., and Universal Towing were found to be compliant. ETC Recovery, Frankford Towing Inc., Frankford Towing LLC., Frankford Towing Service, LLC., Frankford Towing Associates, LLC., Jim Elliot's Towing, Mel's Towing and Service Center, Inc., PLE Towing Inc., and Ted's Towing Services, Inc. were found to be non-compliant.

(Department of Transportation & Baltimore Police Department)

C&S Towing and Transport,

MBE: Apex Petroleum Corporation 6.5%
C&S Towing and Transport 6.5%

WBE: McDel Enterprises, Inc. 2%

The Auto Barn Inc.

MBE: JJ Adams Fuel Oil Co, LLC 13%

WBE: Millennium 2, Inc. 2%
Brooklyn Progressive Auto Paint Group 13%
Sue Ann's Office Supply, Inc. 2%
April Toner 2%

4. B50006213, Debris Removal from Waterways and Shoreline Areas.

(Department of Public Works)

REJECTION: Vendors were solicited by posting on CitiBuy and in local news-Paper. The sole bid received was opened On August 25, 2021. The bidder requested a waiver for MBE and WBE requirements but was denied by MWBOO. The Bureau of Procurement will re-advertise this requirement to give opportunity for segmentation. It is therefore, recommended that the Board to reject the bid in the best interest of the City.

AGENDA

BOARD OF ESTIMATES

11/24/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of General Services

5. GS 16810R, Mitchell Courthouse
Roof Replacement

(Department of General Services)

REJECTION: On November 4, 2020, the Board opened eight bids. The first two bids were found non-compliant by MWBOO and the Department of General Services determined that it is in the best interest of the City to reject all bids and re-advertise the project in the near future.

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement

1. The Board is requested to approve a renewal of Solicitation Number B50005919 – O.E.M Parts & Service for JCB & LeeBoy Equipment to Valley Supply & Equipment Company, Inc. at 1109 Middle River Road, Baltimore, MD 21220. The renewal period covered is December 9, 2021 through December 8, 2022 with two, one-year renewal options remaining on the contract.

AMOUNT OF MONEY AND SOURCE:

No additional funds requested. Account No.: Various

BACKGROUND/EXPLANATION:

On December 11, 2019, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the first of three, one-year renewal options available on this contract.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

PO# P549893 - DGS/Fleet Management

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on December 11, 2019	\$500,000.00
2.1 st Renewal pending Board approval	\$ 0.00
	\$500,000.00

MBE/WBE PARTICIPATION:

On July 23, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

2. The Board is requested to approve a renewal of Contract Number B50005301 - Liquid Oxygen with Linde, Inc., at 7000 High Grove Blvd., Burr Ridge, IL 60527. Period covered is March 21, 2022 through March 20, 2023. No renewal option remaining.

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 Account No.: Various

BACKGROUND/EXPLANATION:

On March 21, 2018, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The Board is requested to approve the fourth and final, one-year renewal option available on this contract.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O. No.: P543112 - DPW- Wastewater Facilities

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on March 21, 2018	\$ 60,000.00
2. 1 st Renewal approved by the Board on March 13, 2019	\$ 0.00
3. Increase approved by the Board on September 18, 2019	\$ 40,000.00
4. 2 nd Renewal and Increase approved by the Board on January 22, 2020	\$200,000.00
5. 3 rd Renewal approved by the Board on December 20, 2020	\$300,000.00
6. 4 th Renewal Pending Board approval	<u>\$300,000.00</u>
	\$900,000.00

MBE/WBE PARTICIPATION:

On January 9, 2018, MWBOO approved a waiver due to no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement

3. The Board is requested to approve a Renewal of Contract Number B50005188 – Brass Fittings to the vendors listed below. Period covered is January 17, 2022 through January 16, 2023. No renewal options remaining.

L/B Water Service, Inc., 7111 Geoffrey Way, Frederick, MD 21701

Ferguson Enterprises, 295 Interstate Circle, Frederick, MD 21704

AMOUNT OF MONEY AND SOURCE:

\$0.00 Account No.: Various

BACKGROUND/EXPLANATION:

On January 17, 2018, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The Board is requested to approve the final of two, one-year renewal options available on this contract.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O. Nos.: P542305 & P542306 - DPW-Water & Wastewater- Maintenance

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on January 17, 2018	\$ 1,000,000.00
2. 1 st Renewal option approved by the Board on December 2, 2020	\$ 300,000.00
3. 2 nd Renewal Pending Board approval	\$ 0.00
	\$ 1,300,000.00

MBE/WBE PARTICIPATION:

On August 22, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement

4. The Board is requested to approve a renewal of Contract Number 08000 – Miss Utilities Call Center with One Call Concepts, Inc., at 7223 Parkway Drive #210, Hanover, Maryland 21076. Period covered is January 22, 2022 through January 21, 2024, with no renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 Account No.: Various

BACKGROUND/EXPLANATION:

On January 22, 2014, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The Board is requested to approve the final, two-year renewal option available on this contract.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O. No.: P526187 - DPW – Bureau of Water & Wastewater

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on January 22, 2014	\$	250,000.00
2. Increase approved by the Board on June 24, 2015	\$	150,000.00
3. 1 st Renewal approved by the Board on January 20, 2016	\$	500,000.00
4. 2 nd Renewal approved by the Board on December 13, 2017	\$	500,000.00
5. 3 rd Renewal approved by the Board on December 18, 2019	\$	500,000.00
6. 4 th Renewal pending Board approval	\$	500,000.00
	\$	<u>2,400,000.00</u>

MBE/WBE PARTICIPATION:

Not Applicable. This has been certified as a sole source procurement as the vendor is the only known contractor certified, pursuant to Maryland Law, to take all Miss Utility calls and provide information to end users.

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

5. The Board is requested to approve an award of Solicitation Number B50006328 – Asphalt Path & Other Structural Repairs at Herring Run to The American Asphalt Paving Co. LLC, at 1100 North Macon Street, Baltimore, MD 21205. This is a one-time contract.

AMOUNT OF MONEY AND SOURCE:

\$43,800.00 Account No.: 9938-907126-9474-900000-706047

BACKGROUND/EXPLANATION:

Vendors were solicited in CitiBuy. The three bids received were opened on October 26, 2021. Award is recommended to the lowest, responsive, and responsible bidder to construct asphalt paths and other structural repairs at Herring Run.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

Req. No.: R884514 - Dept. of Recreation & Parks

MBE/WBE PARTICIPATION:

Not applicable.

6. The Board is requested to approve a renewal of Contract Number 08000 – Thioguard Chemical Application Technology with Premier Magnesia LLC, at 300 Barr Harbor Drive, Suite 250, West Conshohocken, PA 19429. Period covered is November 13, 2021 through November 12, 2022 with two, one-year renewal options remaining. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE:

\$2,700,000.00 - Account No.: Various

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On November 13, 2019, the Board approved an initial award as shown in the Contract Value Summary below.

This product is critical to the operation of the Patapsco Wastewater Treatment Plant in the removal of hydrogen sulfide and other chemicals and is proprietary to the vendor. The Board is requested to approve the second, one- year renewal option.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

P.O. No.: P549582 - DPW - Water & Wastewater

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on November 13, 2019	\$ 1,862,960.00
2. 1 st Renewal approved by the Board on October 7, 2020	\$ 3,400,000.00
3. 2 nd Renewal pending Board approval	<u>\$ 2,700,000.00</u>
	\$ 7,962,960.00

MBE/WBE PARTICIPATION:

Not Applicable. This meets the requirement for certification as a sole source procurement.

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

7. The Board is requested to approve a renewal of Contract Number 06000 – Manage, Operate and Maintain Telecommunications for the Baltimore Convention Center with M.C. Dean, Inc. at 1765 Greensboro Place, Tysons, VA 22102. Period covered is January 1, 2022 through June 30, 2022, with no renewal options remaining. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE:

Revenue Generating - Account No.: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On December 2, 2020, the Board approved an initial award as shown in the Contract Value Summary below. The Baltimore Convention Center (BCC) seeks to continue its relationship with the current vendor to manage BCC's voice and data network, equipment and services; be the exclusive provider of telecommunications service at BCC; market telecommunications services; account for and manage the generation of revenue; manage, maintain and procure and finance all assets required to provide telecommunication services; contract and interface with carriers to provide required voice and data network access, and provide and manage the necessary staff and expertise.

The Board is requested to approve the sole renewal option.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

P.O. No.: P553327- Baltimore Convention Center

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

CONTRACT VALUE SUMMARY:

1. Initial Award approved by the Board on December 2, 2020	\$0.00
2. Sole renewal pending Board approval	<u>\$0.00</u>
	\$0.00

MBE/WBE PARTICIPATION:

On October 29, 2020, it was determined that no goals would be set because of no opportunity to segment the contract. This is a revenue-generating contract.

8. The Board is requested to approve a renewal of Contract Number B50004949 – Management of Parking Garages – Group I, Group II, Group III to the vendors listed below. Period covered is November 1, 2021 through October 31, 2022, with no renewal option remaining.

Group-I for \$887,636.00

SP Plus Corporation d/b/a SP+Municipal Services, 1225 Eye Street, Suite 500, Washington, DC 20005

Group-II for \$917,557.00 and Group-III for \$673,346.00

PMS Parking, Inc., 322 North Howard Street, Suite 400, Baltimore, MD 21201

AMOUNT OF MONEY AND SOURCE:

\$2,478,539.00 Account No.: Various

BACKGROUND/EXPLANATION:

On October 4, 2017, the Board approved an initial award and subsequent actions as shown in the Contract Value Summary below. This is the second and final, one-year renewal option.

Req. No.: P541391, P541400, P541399 - Parking Authority of Baltimore City

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on October 4, 2017	\$ 37,476.00
2. 1st Renewal approved by the Board on November 20, 2020	\$ 2,240,547.00
3. 2 nd Renewal pending Board approval	<u>\$ 2,478,539.00</u>
	\$ 4,756,562.00

MBE/WBE PARTICIPATION:

On March 13, 2017, MWBOO set goals of 10% MBE and 4% WBE. On November 1, 2021, MWBOO found SP Plus Corporation for Group-I, Non-Compliant for the period due to lack of work by the agency. PMS Parking for Group-II and Group-III was found Non-Compliant for the period due to lack of work by the agency.

9. The Board is requested to approve a renewal of Anne Arundel County Contract Number SSF2100113 – Household Hazardous Waste: Collection and Disposal Services with Clean Harbors Environmental Services, Inc. at 3527 Whiskey Bottom Road, Laurel, MD 20724. The period covered is January 1, 2022 to December 31, 2022 with three, one-year renewal options available subject to renewals approved by the lead agency. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE:

\$200,000.00 - Account No.: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On May 19, 2021, the Board approved an initial award, as shown in the Contract Value Summary below. The Board is requested to approve the first, one-year renewal option. The renewal option was approved by the lead agency on October 13, 2021.

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

P.O. No.: P554471 - DPW-Bureau of Solid Waste

CONTRACT VALUE SUMMARY:

1. Initial Award approved by the Board on May 19, 2021	\$ 245,000.00
2. First Renewal pending Board approval	<u>\$ 200,000.00</u>
	\$ 445,000.00

MBE/WBE PARTICIPATION:

Not applicable. This is a cooperative contract. Pursuant to Baltimore City Code Article 5, Subtitle 28. The Contract requires the vendor to make every good faith effort to utilize minority and women's business enterprises as subcontractors and suppliers, whenever possible, if subcontractors are used.

10. The Board is requested to approve and authorize execution of an Agreement with Baltimore Truck Center, for Contract Number 08000 – OEM Parts and Repairs on Mack and Hino Heavy Duty Trucks in the City's Fleet with Baltimore Truck Center. The period of the agreement is November 24, 2021 through November 23, 2024, with two 1-year renewal options. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 - Various

AGENDA

BOARD OF ESTIMATES

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

The Vendor is the only source to perform warranty repair services on Mark and Hino Trucks using manufacturers certified technicians and diagnostic equipment in the The State of Maryland. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

Req. No.: R878468 - DGS -Fleet Management

MBE/WBE PARTICIPATION:

Not applicable. On June 22, 2021, it was determined that this meets the requirement for certification as a sole source procurement as there would be no opportunity to segment the contract.

(The Agreement has been approved by the Law Department as to form and legal sufficiency.)

11. The Board is requested to approve an increase of Contract B50005633 – Flexible Spending Account (FSA) Administration Services with Total Administrative Services Corporation, at 2302 International Lane, Madison, WI 53704. Contract expires on July 16, 2022 with two, one-year renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 Account Nos: 1001-000000-1602-172500-603026

BACKGROUND/EXPLANATION:

On July 17, 2019, the Board approved the Flexible Spending Account Administration Services award.

AGENDA

BOARD OF ESTIMATES

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement - cont'd

The Board is requested to approve this increased funding for the continuation of the employee benefit.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

Req. No.: P548426 Agency: Department of Human Resources

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 17, 2019	\$105,948.00
2. Increase pending Board approval	<u>\$ 30,000.00</u>
	\$135,948.00

MBE/WBE PARTICIPATION:

On December 6, 2018, it was determined that no goals would be set due to no opportunity to segment the contract.

PERSONNEL MATTERS

* * * * *

The Board is requested to approve

all of the Personnel matters

listed on the following pages:

103 - 129

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

11/24/2021

PERSONNEL

1. Baltimore City Information and Technology

ACTION REQUESTED OF B/E:

Reclassify the following vacant position:

FROM:

Classification: Call Center Agent II
Job Code: 33362
Grade: 084 (\$39,651 - \$47,323)
Position #: 49327

TO:

Call Center Agent I
33361
080 (\$34,720 - \$40,843)

AMOUNT OF MONEY AND SOURCE:

Cost Savings: \$4,931

Budget Account Number: 1001-000000-1512-165700-601001 (General Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Baltimore City Information Technology Office (BCIT) to reclassify the above-referenced position. The 311 Call Center is rebuilding its call center from the ground up. This position will align with similar peer positions within the Call Center structure.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. The position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

2. Baltimore City Circuit Court

- | | |
|------------------------------------|---|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 1001-000000-1100-109500-603026) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$31,042.00</u> |

AGENDA

BOARD OF ESTIMATES

11/24/2021

PERSONNEL

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6		Approve	
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The Baltimore City Circuit Court has requested approval of an employment contract for Courtney Johnson, for one-year, beginning the date of Board of Estimates approval or November 24, 2021, whichever one comes later at a rate of \$17.00 per hour, for 1,826 hours, not to exceed \$31,042.00.

Courtney Johnson will work as a **Contract Services Specialist II**. This position is responsible for processing expungement orders, which often requires investigating to locate requested proceedings using Mainframe, Judicial Calendars, and CourtSmart; converting VHS media to a digital format using best practices as outlined by the Court Reporting Services Department, assisting Judges, staff, lawyers, and the public with general information consisting of handling in-person and telephone requests for transcripts, DVDs/CDs, general information and mail handling. The Department of Human Resources recommends granting this employment contract.

3. City Council

ACTION REQUESTED OF B/E:

Reclassify the following vacant position:

FROM:

Classification: Fiscal Legislative Analyst
Job Code: 10165
Grade: 929 (\$72,033 - \$115,100)
Position #: 52140

TO:

Operations Specialist II
00086
927 (\$67,771 - \$108,433)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost Savings: \$5,883
601001

(General Funds)

Budget Account Number: 1001-000000-1000-104800-

AGENDA

BOARD OF ESTIMATES

11/24/2021

PERSONNEL

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of City Council to reclassify the above position. The position will serve in the role of a policy analyst. The policy analyst will be responsible for analyzing the weekly Board of Estimates agenda and producing a summary of items consistent with policy priorities; performing research and advance qualitative and quantitative analysis into complex policy issues, making recommendations and providing advice and guidance to City Council members.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. The position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

4. Department of Real Estate, Office of the Comptroller

ACTION REQUESTED OF B/E:

Reclassify the following four (4) filled positions:

FROM:

Classification: Real Estate Agent I

Job Code: 33711

Grade: 089 (\$47,971 - \$58,241)

Position #'s: 40854, 42441, 33301, and 46723

TO:

Real Estate Agent II

33712

927 (\$69,126 - \$110,602)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$172,804

Budget Account Number: 1001-000000-1320-158100-601001
(General Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of the Comptroller to reclassify the above-referenced positions. These positions are now responsible for conducting complete negotiations in the acquisition and disposition of the real estate.

AGENDA

BOARD OF ESTIMATES

11/24/2021

PERSONNEL

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position actions. These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

5. Office of the Comptroller

ACTION REQUESTED OF B/E:

Reclassify the following filled position:

FROM:

Classification: Agency IT Specialist III
Job Code: 33149
Grade: 929 (\$73,474 - \$117,402)
Position #: 10120

TO:

Agency IT Manager I
33152
939 (\$91,536 - \$150,850)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$17,945

Budget Account Number: 1001-000000-1310-157800-601001
(General Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of the Comptroller to reclassify the above-referenced position. The duties for the position have expanded to include overall management of the five divisions within the Comptroller's Office. The position will be responsible for managing all IT related projects, developing and overseeing work plans for projects and initiatives, developing and implementing IT short- and long-term goals.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. The position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

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PERSONNEL

6. Municipal Post Office, Office of the Comptroller

ACTION REQUESTED OF B/E:

Create the following classification:

Classification: Mailroom Operations Manager

Job Code: 33324

Grade: 927 (\$69,126 - \$110,602)

Reclassify the following filled position:

FROM:

Classification: Communications Services Administrator

Job Code: 33324

Grade: 923 (\$65,000 - \$104,246)

Position #: 10193

TO:

Mailroom Operations Manager

33152

927 (\$69,126 - \$110,602)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost Savings: \$33,520
601001

Budget Account Number: 2032-000000-1360-159100-
(Internal Service Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of the Comptroller to reclassify the above referenced position. A desk audit was conducted for the Communications Services Administrator position. It was determined that the current classification spec did not represent the work currently being performed. The position is being reclassified to align with citywide peer positions.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. The position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

11/24/2021

PERSONNEL

7. Office of the Comptroller

ACTION REQUESTED OF B/E:

Create the following filled position:

FROM:

Classification: Operations Officer II

Job Code: 00086

Grade: 927 (\$69,126 - \$110,602)

Position #: TBA

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$112,155 -: 1001-000000-1300-157400-601001

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of the Comptroller to create the above referenced position. The position will assist the Deputy Comptroller with developing and implementing strategies and program goals, monitoring performance metrics, and managing the fleet operations for the Comptroller's Office.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. The position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

8. Department of Transportation

- | | |
|--|-----------------------------------|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class Contract (BA# 1001-000000-2301-248700-601009) GENERAL FUNDS | |
| 4. () Abolish a class or position | 7. () Other <u>\$73,685.96</u> |

AGENDA

BOARD OF ESTIMATES

11/24/2021

PERSONNEL

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6		Approve	
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The Department of Transportation has requested approval of an employment contract renewal for Brian Seel for one-year, beginning the date of Board of Estimates approval or November 27, 2021, whichever one comes later at a rate of \$38.66 per hour, for 1,906 hours, not to exceed \$73,685.96. This is the same hourly rate as in the previous contract period. Brian Seel will continue to work as a **Contract Services Specialist II**. This position is responsible for performing quality assurance and quality control to ensure data accuracy, to analyze aggregated and individualized data sets, and to prepare written reports and recommendations; developing performance metrics, data collection systems, and data reporting requirements for the department; reviewing, compiling, and analyzing data to advise decision-makers about opportunities to improve the quality and effectiveness of municipal services; extracting and summarizing financial, operational and other relevant data; conducting field investigations, site visits, and community outreach in support of enhancing knowledge of municipal services; conducting policy research and seeking best practices that can be adopted in support of furthering the goals of the department and identifying historical data trends, evaluating effectiveness of programs, systems, procedures and modifying/adapting them to fit department goals. The Department of Human Resources recommends granting this employment contract renewal.

9. Baltimore City Health Department

- | | |
|------------------------------------|--|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 7000-711521-3080-292300-601009) PRIVATE GRANTS |
| 4. () Abolish a class or position | 7. () Other <u>\$46,557.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6		Approve	
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AGENDA

BOARD OF ESTIMATES

11/24/2021

PERSONNEL

The Baltimore City Health Department has requested approval of an employment contract for Charlotte Hager, beginning December 2, 2021 through June 30, 2022 at a rate of \$51.73 per hour, for 900 hours, not to exceed \$46,557.00. Charlotte Hager will work as a **Contract Services Specialist II**. This position is responsible for overseeing the development, implementation, and evaluation of the Family Planning Toolkit and subsequent trainings for B'more Healthy Babies partnering agencies and health outreach staff; developing and administering a training in collaboration with the Maryland Institute College of Art (MICA) Center for Social Design, for B'more Healthy Babies staff, surrounding family planning and referrals to reproductive health care; developing, administering, implementing and evaluating protocol in collaboration with the Johns Hopkins University Center for Communication Programs, for the implementation and evaluation of the Family Planning Toolkit with B'more Healthy Babies, partnering agencies and health outreach staff; preparing program reports and presentations on progress of efforts, major findings and key performance indicators; assisting in the preparation and implementation of the annual Baltimore City Sexual Health Strategic Roundtable; and serving as a liaison in program and policy support for Title X clinical services. The Department of Human Resources recommends granting this employment contract.

10. Baltimore City Health Department

ACTION REQUESTED OF B/E:

Create the following seven (7) positions:

Classification: Grant Services Specialist III

Job Code: 10217

Grade: 941 (\$59,537 - \$102,351)

Position #'s: TBA

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$535,775.00 - 4000-446721-3150-811500-404001

BACKGROUND/EXPLANATION:

The Department of Health has requested the creation of the above-referenced positions. BCHD just received a \$6.3 million dollar grant from The Center for Disease Control (CDC)

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PERSONNEL

to address COVID-19 disparities in Baltimore City. Two positions will be responsible for monitoring the implementation of contracts awarded to subgrantees for COVID disparities studies; two positions will be responsible for analyzing COVID vaccination population data; one position will function as the Grant Manager and oversee the project; one position will track COVID efforts in numerous data systems; and one position will establish a change management process, release cycle, and create all documentation for our data systems supporting portions of the CDC plan.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position actions. These positions are to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

11. Baltimore City Health Department

ACTION REQUESTED OF B/E:

Create the following two (2) positions:

Classification: Grant Services Specialist IV
Job Code: 10236
Grade: 944 (\$80,375 - \$138,173)
Position #'s: TBA

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$211,345.00 - 4000-446721-3150-811500-404001

BACKGROUND/EXPLANATION:

The Department of Health has requested the creation of the above-referenced positions. BCHD just received a \$6.3 million dollar grant from The Center for Disease Control (CDC) to address COVID-19 disparities in Baltimore City. These positions will be responsible for data systems, including automation of COVID workflows, building data pipelines between systems, including geocoding, data transformation into a data warehouse, and the

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PERSONNEL

expansion of our COVID testing systems. These positions will also focus on automation, expanding system functionality to support our teams, and integrating external systems into our work.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position actions. These positions are to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

12. Baltimore City Health Department

- | | |
|------------------------------------|---|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 1001-000000-2401-258300-601009) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$2,000.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6	Approve
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The Baltimore City Health Department has requested approval of an employment contract for Katherine Flory, beginning the date of Board of Estimates approval through June 30, 2022 at a rate of \$25.00 per hour, for 80 hours, not to exceed \$2,400.00. Katherine Flory will work as a **Contract Services Specialist II**. This position is responsible for providing notices of hearings in writing to the aggrieved party, any interested party, and the Office at least five (5) days before the hearing; attending meetings as scheduled by the Chairperson of the Panel and conducting hearings to assure procedural due process in accordance with the Panel Hearing Procedure Regulations; obtaining all relevant evidence pertaining to the issues in question and limiting the evidence to that which has bearings on the issue involved at the hearings. The Department of Human Resources recommends granting this employment contract.

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BOARD OF ESTIMATES

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PERSONNEL

13. Department of Finance

- | | |
|------------------------------------|---|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 1001-000000-1480-166400-601009) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$54,000.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
6			Approve

The Department of Finance has requested approval of an employment contract for Jeffrey G. Silver, for one-year beginning the date of Board of Estimates approval or October 28, 2021, whichever one comes later at a rate of \$45.00 per hour, for 1,200 hours, not to exceed \$54,000.00. Jeffrey G. Silver will work as a **Contract Services Specialist II**. This position will be reviewing the collection of taxes and fees due to the City; reviewing the financial records of businesses to resolve issues and providing analysis; providing information for the issuance of invoices and correspondence; helping to develop new strategies to ensure compliance with the City's financial policies, programs, rules, and regulations; assisting in the creation of an inventory of the Department of Finance's (DOF) Rules and Regulations to be redrafted in the Baltimore City Administrative Procedure Act format, and working in collaboration with other city agencies in furtherance of the DOF mission. The Department of Human Resources recommends granting this employment contract.

14. State's Attorney's Office

- | | |
|------------------------------------|--|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA#1001-000000-1150-118000-601009) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$52,891.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
6			Approve

AGENDA

BOARD OF ESTIMATES

11/24/2021

PERSONNEL

The State's Attorney's Office has requested approval of an employment contract renewal for Kevin Dunton, retiree, for one year beginning the date of Board of Estimates approval or November 24, 2021 through November 23, 2022, whichever one comes later at a rate of \$27.74 per hour, for 1,906.66 hours, not to exceed \$52,891.00. This is a 2% increase in the hourly rate from the previous contract period. This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the State's Attorney with no restrictions on the number of hours worked and rate of pay. Kevin Dunton will continue to work as a **Contract Services Specialist I**. This position is responsible for assisting the Assistant State's Attorneys on the movement of cases, inputting of charges, finalizing of charging documents, and finding open warrants; locating and interviewing witnesses; acting as a liaison with other law enforcement and public safety agencies. The Department of Human Resources recommends granting this employment contract renewal.

15. State's Attorney's Office

- | | |
|------------------------------------|---|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 1001-000000-1150-118000-601009) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$52,890.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6	Approve
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The State's Attorney's Office has requested approval of an employment contract renewal for Kedrick Scribner, retiree, for one year beginning the date of Board of Estimates approval or November 24, 2021 through November 23, 2022, whichever one comes later at a rate of \$27.74 per hour, for 1,906.66 hours, not to exceed \$52,890.00. This is the same hourly rate as in the previous contract period. This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 1999, to hire retired Police Officers as Investigators for the State's Attorney with no restrictions on the number of hours worked and rate of pay. Kedrick Scribner will continue to work as a **Contract Services Specialist I**. This position is responsible for investigating felony, domestic violence, and violent crime cases; locating and interviewing witnesses, and acting as a

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PERSONNEL

liaison with other law enforcement agencies. The Department of Human Resources recommends granting this employment contract renewal.

16. State's Attorney's Office

- | | |
|------------------------------------|---|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 1001-000000-1150-118000-601009) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$52,890.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6	Approve
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The State's Attorney's Office has requested approval of an employment contract renewal for Lakeesha Norris, retiree, for one year beginning the date of Board of Estimates approval or November 24, 2021 through November 23, 2022, whichever one comes later at a rate of \$27.74 per hour, for 1,906.66 hours, not to exceed \$52,890.00. This is a 2% increase in the hourly rate from the previous contract period. This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the State's Attorney with no restrictions on the number of work hours and rate of pay. Lakeesha Norris will continue to work as a **Contract Services Specialist I**. This position is responsible for investigating felony, homicide, and violent crime cases; locating and interviewing witnesses, and acting as a liaison with other law enforcement agencies. The Department of Human Resources recommends granting this employment contract renewal.

17. State's Attorney's Office

- | | |
|------------------------------------|--|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA#1001-000000-1150-118000-601009) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$64,540.00</u> |

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<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6		Approve	
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The State's Attorney's Office has requested approval of an employment contract renewal for Robert W. Bittinger, retiree, for one-year beginning the date of Board of Estimates approval or November 24, 2021 through November 23, 2022, whichever one comes later at a rate of \$33.85 per hour, for 1,906.66 hours, not to exceed \$64,540.00. This is the same hourly rate as in the previous contract period. On March 3, 1999, your Honorable Board of Estimates approved a waiver of AM 212-1 to allow the hiring of retired Police Officers as Investigators for the Office of State's Attorney with no restrictions on the number of work hours and rate of pay. Robert Bittinger will continue to work as a **Contract Services Specialist I**. This position is responsible for acting as a liaison with the Police Department Chemistry Laboratory; ordering the analysis of drugs, obtaining lab reports, ascertains the correct names and/or dates of birth of juveniles being prosecuted in Juvenile Court, locating witnesses, and interviewing victims and witnesses. The Department of Human Resources recommends granting this employment contract renewal.

18. State's Attorney's Office

- | | |
|------------------------------------|---|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 1001-000000-1150-118000-601009) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$53,940.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6		Approve	
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The State's Attorney's Office has requested approval of an employment contract renewal for Sharon F. Alston, retiree, for one year beginning the date of Board of Estimates approval or November 24, 2021 through November 23, 2022, whichever one comes later

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at a rate of \$28.29 per hour, for 1,906.66 hours, not to exceed \$53,940.00. This is a 2% increase in the hourly rate from the previous contract period. This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 1999, to hire retired Police Officers as Investigators for the State's Attorney with no restrictions on the number of hours worked and rate of pay. Sharon Alston will continue to work as a **Contract Services Specialist I**. This position is responsible for investigating felony, homicide and violent crime cases, locating and interviewing witnesses, and acting as a liaison with other law enforcement and public safety agencies. The Department of Human Resources recommends granting this employment contract renewal.

19. State's Attorney's Office

- | | |
|------------------------------------|---|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 1001-000000-1150-118000-601009) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$55,018.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6	Approve
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The State's Attorney's Office has requested approval of an employment contract renewal for Yolanda V. Robinson, retiree, for one-year beginning the date of Board of Estimates approval or November 24, 2021 through November 23, 2022, whichever one comes later at a rate of \$28.86 per hour, for 1,906.66 hours, not to exceed \$55,018.00. This is a 2% increase in the hourly rate from the previous contract period. This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 3, 1999, to allow the hiring of retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay. Yolanda Robinson will continue to work as a **Contract Service Specialist I**. This position is responsible for assisting the Assistant State's Attorney in expediting cases through Central Booking; assisting the Assistant State's Attorney's Office in the movement of

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cases, inputting of charges; finalizing of charging documents; finding open warrants, and communicating with Public Safety staff and members of the Baltimore City Police Department. The Department of Human Resources recommends granting this employment contract renewal.

20. Mayor's Office of Immigrant Affairs

- | | |
|------------------------------------|---|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class | Contract (BA# 1001-000000-1220-146500-607004) GENERAL FUNDS |
| 4. () Abolish a class or position | 7. () Other <u>\$55,000.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6	Approve
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The Mayor's Office of Immigrant Affairs has requested approval of an employment contract renewal for Mark Losha, for one-year, beginning the date of Board of Estimates approval at a rate of \$28.94 per hour, for 1,900 hours, not to exceed \$55,000.00. This is the same hourly rate as in the previous contract period. Mark Losha will continue to work as a **Contract Services Specialist II**. This position is responsible for coordinating and standardizing processes to improve and enhance language access services across city agencies for individuals with Limited English Proficiency [LEPs] which includes developing, implementing, and evaluating policies and procedures for the City's Language Access Program; maintaining written documentation of these policies and procedures; providing guidance and support to Baltimore City agencies to develop language access plans detailing ways to serve LEP constituents; developing a coalition of language access liaisons for the purposes of implementation and compliance; training language access liaisons and respective staff on how to work with LEP populations and continuously improve training curricula/materials. The Department of Human Resources recommends granting this employment contract renewal.

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21. Mayor's Office of Employment Development

ACTIONS REQUESTED OF B/E:

Create the following twenty (20) positions:

Classification: Grant Services Specialist II

Job Code: 10216

Grade: 919 (\$38,254.45 - \$60,681.61)

Position #s: TBA (13 positions)

Classification: Grant Services Specialist III

Job Code: 10217

Grade: 941 (\$59,537 - \$102,351)

Position #s: TBA (7 positions)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$1,260,717.00

Budget Account Number: 4000-447522-6312-458305-404001
(State Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a submission from the Mayor's Office of Employment Development to create thirteen Grant Services Specialist II positions and seven Grant Services Specialist III positions, in order to staff the Train-Up program which is designed to provide occupational training for eligible participants in high demand fields and the Grads2Careers program, which aims to improve employment and earnings outcomes for at-risk high school graduates. The Grant Services Specialist positions will perform functions such as marketing, developing job-readiness workshops, overseeing contracts, and data analysis. Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position actions. These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

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22. Office of Emergency Management

ACTION REQUESTED OF B/E:

Create the following position:

Classification: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$59,537 - \$102,351)
Position #: TBA

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Costs: \$109,645.80 Budget Account Number: 4000-482022-2131-228200-601009
(Federal Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of Emergency Management to create the above position. The position is being created to help staff the Office of Emergency Management and to transition contractual staff over to positions that offer benefits. This position will handle Logistic Management, Project Management and provide technical assistance as needed.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

23. Office of Emergency Management

ACTION REQUESTED OF B/E:

Create the following position:

Classification: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$59,537 - \$102,351)
Position #: TBA

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AMOUNT OF MONEY AND SOURCE OF FUNDS:

Costs: \$95,944.00

Budget Account Number: 4000-482021-2131-228200-601009
(Federal Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of Emergency Management to create the above position. The position is being created to help staff the Office of Emergency Management and to transition contractual staff over to positions that offer benefits. This position will handle Project Management by developing, marketing, and implementing plans and policies for programs and providing technical assistance as needed.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

24. Office of Emergency Management

ACTION REQUESTED OF B/E:

Create the following two positions:

Classification: Grant Services Specialist II

Job Code: 10216

Grade: 919 (\$38,254.45 - \$60,681.61)

Position #'s: TBA

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Costs: \$155,454.00

Budget Account Number: 4000-448120-2131-228200-601009
(Federal Funds)

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BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of Emergency Management to create the above position. These positions are being created to help staff the Office of Emergency Management and to transition contractual staff over to positions that offer benefits. These positions will be responsible for conducting and analyzing program and operational studies and planning activities and policies across state and local levels.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed positions action. These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

25. Pratt Library

ACTIONS REQUESTED OF B/E:

Reclassify the following filled position:

FROM:

Classification: Management Support Technician
Job Code: 00724
Grade: 903 (\$48,388 - \$77,376)
Position #: 15603

TO:

Operations Officer III
00087
929 (\$73,474 - \$117,402)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$27,040.00 Budget Account Number: 1001-000000-4501-593600-601001
(General Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a submission from The Enoch Pratt Free Library to reclassify the above-filled position. This position will oversee the Circulation, Stacks and Shelving, State Library Training, and Maryland Interlibrary Organization divisions of the Library, which provides local and statewide services to the

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citizens of Maryland. The position will be responsible for policy development, implementation, interpretation, monitoring and recommending budget expenditures, and evaluating programs effectiveness.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

26. Pratt Library

ACTIONS REQUESTED OF B/E:

Create the following new Non-Civil Service Classification:

Classification: Accountant Supervisor
Job Code: 07360
Grade: 927 (\$69,126 - \$110,602)

Reclassify the following vacant position:

FROM:

Classification: Manager, Fiscal Services Library
Job Code: 00602
Grade: 931 (\$79,160 - \$126,544)
Position #: 15596

TO:

Accountant Supervisor
07360
927 (\$69,126 - \$110,602)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost Savings: (\$10,000.00) Budget Account Number: 1001-000000-4501-338800-601001
(General Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a submission from The Enoch Pratt Free Library to reclassify the above vacant position. In the Division of Accounting and

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Payroll Services of the agency, this position oversees the maintenance and processing of accounts and the preparation of statistical, payroll and accounting reports, prepares City agency budget by compiling budget data and recommending budget expenditures; monitors and approves budget expenditures and establishes and revises accounting forms and procedures and accounts.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

27. Pratt Library

ACTIONS REQUESTED OF B/E:

Reclassify the following vacant position:

FROM:

Classification: Accountant II

Job Code: 07357

Grade: 923 (\$65,000 - \$104,246)

Position #: 15587

TO:

Accountant Supervisor

07360

927 (\$69,126 - \$110,602)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$7,950.00 Budget Account Number: 1001-000000-4501-338800-601001
(General Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a submission from The Enoch Pratt Free Library to reclassify the above vacant position. In the Division of Procurement Services of the agency, this position oversees the maintenance and processing of accounts and the preparation of statistical, payroll, and accounting reports, prepares City agency budget by compiling budget data and recommending budget expenditures; monitors and approves budget expenditures and establishes and revises accounting forms and procedures and accounts for the Procurement Division of the Agency.

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Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position action. This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

28. Baltimore City Recreation and Parks

ACTIONS REQUESTED OF B/E:

Reclassify the following six (6) filled positions:

FROM:

Classification: Recreation Center Director I
Job Code: 83211
Grade: 082 (\$36,947- \$43,703)
Position #'s: 42309, 42307, 42311
44588, 44592, and 44593

TO:

Recreation Center Director II
83212
084 (\$39,651 - \$47,323)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Costs: \$2,911.00	Budget Account Number: 1001-000000-4803-746400-601001
Costs: \$2,911.00	Budget Account Number: 1001-000000-4803-747900-601001
Costs: \$2,911.00	Budget Account Number: 1001-000000-4803-747800-601001
Costs: \$2,911.00	Budget Account Number: 1001-000000-4803-745100-601001
Costs: \$2,911.00	Budget Account Number: 1001-000000-4803-746000-601001
Costs: <u>\$2,911.00</u>	Budget Account Number: 1001-000000-4803-747200-601001
\$17,466.00 Total Costs	(General Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a submission from the Department of Recreation and Parks to reclassify the above-filled positions. The Department has been undergoing a reorganization of the Recreation side of the Department. These positions will now be responsible for planning, coordinating and directing recreation programs in a one story, the multi-room center having a gym and multi-purpose room, satellite center and/or a pool, as well as supervising full-time and part-time recreation leaders and aides.

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PERSONNEL

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position actions. These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

29. Environmental Control Board

- | | |
|---|-----------------------------------|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class Contract (BA# 1001-000000-1170-138600-601009) GENERAL FUNDS | |
| 4. () Abolish a class or position | 7. () Other <u>\$76,950.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6	Approve
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The Environmental Control Board (ECB) has requested approval of an employment contract for Michael Field, Esquire, for one-year beginning the date of Board of Estimates approval or January 5, 2022, whichever one comes later at a rate of \$90.00 per hour, for a maximum of 855 hours, not to exceed \$76,950.00. Michael Field will work as a **Contract Services Specialist II**. This position is responsible for conducting hearings pursuant to the requirements and rules of ECB, the Baltimore City Code, Art. 1 §40, et. Seq. ("Code"); conducting hearings for the Department of Housing and Community Development for the formal administrative appeals for Housing Code Enforcement under Section 128. et seq. of the Building, Fire, and related codes of Baltimore City which permits the Commissioner of Housing to designate a Hearing Officer for administrative review of certain agency decisions. In addition to the foregoing services as a Hearing Officer, this position may, from time to time at the request of Department of Public Works (DPW) and ECB, conduct water bill appeals in strict accordance with the regulations and policies adopted by the Department of Public Works ("DPW") and the Baltimore City Code, Article 24, Subtitle 2. The Hearing Officer shall submit his/her proposed decision to the Director of DPW, who shall have the final decision-making authority per the Baltimore Charter. The Department of Human Resources recommends granting this employment contract.

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30. Environmental Control Board

- | | |
|---|-----------------------------------|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class Contract (BA# 1001-000000-1170-138600-601009) GENERAL FUNDS | |
| 4. () Abolish a class or position | 7. () Other <u>\$76,950.00</u> |

<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6	Approve
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The Environmental Control Board (ECB) has requested approval of an employment contract for Rebecca Oliver, Esquire, for one-year beginning the date of Board of Estimates approval or January 5, 2022, whichever one comes later at a rate of \$90.00 per hour, for a maximum of 855 hours, not to exceed \$76,950.00. Rebecca Oliver will work as a **Contract Services Specialist II**. This position is responsible for conducting hearings pursuant to the requirements and rules of ECB, the Baltimore City Code, Art. 1 §40, et. Seq. ("Code"); conducting hearings for the Department of Housing and Community Development for the formal administrative appeals for Housing Code Enforcement under Section 128. et seq. of the Building, Fire, and related codes of Baltimore City, which permits the Commissioner of Housing to designate a Hearing Officer for administrative review of certain agency decisions. In addition to the foregoing services as a Hearing Officer, this position may, from time to time at the request of Department of Public Works (DPW) and ECB, conduct water bill appeals in strict accordance with the regulations and policies adopted by the Department of Public Works ("DPW") and the Baltimore City Code, Article 24, Subtitle 2. The Hearing Officer shall submit his/her proposed decision to the Director of DPW, who shall have the final decision-making authority per the Baltimore Charter. The Department of Human Resources recommends granting this employment contract.

31. Environmental Control Board

- | | |
|---|-----------------------------------|
| 1. () Reclassify a position | 5. () Create a class or position |
| 2. () Classify a position | 6. (x) Processing of employment |
| 3. () Upgrade a class Contract (BA# 1001-000000-1170-138600-601009) GENERAL FUNDS | |
| 4. () Abolish a class or position | 7. () Other <u>\$76,950.00</u> |

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<u>ACTION</u>	<u>FROM (Abolish)</u>	<u>TO (Create)</u>	<u>RECOMMENDATION</u>
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6		Approve	
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The Environmental Control Board (ECB) has requested approval of an employment contract for Steven L. Tiedemann, Esquire, for one-year beginning the date of Board of Estimates approval or January 5, 2022, whichever one comes later at a rate of \$90.00 per hour, for a maximum of 855 hours, not to exceed \$76,950.00. Steven L. Tiedemann will work as a **Contract Services Specialist II**. This position is responsible for conducting hearings pursuant to the requirements and rules of ECB, the Baltimore City Code, Art. 1 §40, et. Seq. ("Code"); conducting hearings for the Department of Housing and Community Development for the formal administrative appeals for Housing Code Enforcement under Section 128. et seq. of the Building, Fire, and related codes of Baltimore City, which permits the Commissioner of Housing to designate a Hearing Officer for administrative review of certain agency decisions. In addition to the foregoing services as a Hearing Officer, this position may, from time to time at the request of Department of Public Works (DPW) and ECB, conduct water bill appeals in strict accordance with the regulations and policies adopted by the Department of Public Works ("DPW") and the Baltimore City Code, Article 24, Subtitle 2. The Hearing Officer shall submit his/her proposed decision to the Director of DPW, who shall have the final decision-making authority per the Baltimore Charter. The Department of Human Resources recommends granting this employment contract.

32. Department of Finance

ACTION REQUESTED OF B/E:

Create the following nine (9) positions:

Classification: Grant Services Specialist IV

Job Code: 10236

Grade: 944 (\$80,375 - \$138,173)

Position #'s: TBA

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$1,352,134

Budget Account Number: 4001-442203-1401-159700-601001
(ARPA Funds)

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BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Finance to create the above referenced positions. These positions will be responsible for performing budget analysis of operations for guidance of management by reviewing and reporting on expenditures, managing financial monitoring, tracking and reporting activities for ARPA funds and projects and, working with data analysis to synthesize financial and non-financial data to create performance dashboards that provide leading indicators of operational and financial performance.

Therefore, the Department of Human Resources respectfully requests Your Honorable Board's approval of the above-listed position actions. These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

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TRAVEL REQUESTS

Baltimore City Council

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Nick J. Mosby	International Conference of Shopping Centers RECon 2021 Las Vegas, NV Dec. 4 –7, 2021 (Reg. Fee \$50.00)	Elected Officials Expense Account	\$2,578.01

The airfare, hotel costs, and the registration fee were prepaid by a City-issued credit card assigned to Mr. Hosea Chew. Mr. Mosby is requesting advance subsistence in the amount of \$180.00 to cover the costs of ground transportation, meals, and incidentals.

2. Eric T. Costello	International Conference of Shopping Centers RECon 2021 Las Vegas, NV Dec. 4 –7, 2021 (Reg. Fee \$50.00)	Elected Officials Expense Account	\$2,005.02
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The airfare, hotel costs, and the registration fee were prepaid by a City-issued credit card assigned to Mr. Hosea Chew. Mr. Costello is requesting advance subsistence in the amount of \$180.00 to cover the costs of ground transportation, meals, and incidentals.

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TRAVEL REQUESTS

Baltimore City Council

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
3. Sharon Middleton	Maryland Association of Counties (MACo) 2021 Winter Conference Cambridge, MD Dec. 8 – 10, 2021 (Reg. Fee \$0.00)	Elected Officials Expense Account	\$ 180.38

As Ms. Middleton is past President of MACo and represents Baltimore City on the MACo Board of Directors, the organization will pay her hotel costs and registration. Ms. Middleton is requesting advance subsistence in the amount of \$180.38 to cover the costs of mileage, tolls, meals, and incidentals.

Department of Recreation and Parks

4. Ra Brave	Venue Management School Tampa, FL Dec. 4 – 10, 2021 (Reg. Fee \$1,000.00)	General Funds	\$3,394.96
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The airfare, hotel costs, and conference registration have been prepaid by a City-issued credit card assigned to Mr. Brave. The registration fee covers the hotel costs, and certain meals. Mr. Brave is requesting advance subsistence in the amount of \$122.00 to cover the costs for meals not provided at the conference and ground transportation. Mr. Brave will be disbursed \$122.00.

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TRAVEL REIMBURSEMENT

Department of General Services, Fleet Management

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
5. Abrar Abukdheir	Government Fleet Expo & Conference Orlando, FL Nov. 14 – 18, 2021 (Reg. Fee \$745.00)	Internal Service Fund	\$1,124.48

The airfare, hotel costs, meals and incidentals were paid by Abrar Abukdheir. He will be reimbursed \$1,124.48.

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Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Inter-agency Agreement Grant Agreement between the Mayor's Office of Recovery Programs and the Mayor's Office of Employment Development. The period of the agreement is effective upon Board approval through December 31, 2024.

AMOUNT OF MONEY AND SOURCE:

\$30,000,000.00 - 4001-442200-1110-842200-404001

BACKGROUND/EXPLANATION:

The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$30,000,000.00 to the Mayor's Office of Employment Development to mitigate the negative economic impacts of the COVID-19 public health emergency.

The purpose of the agreement is to provide funding for subsidized transitional employment, occupational training in high-demand industries, workforce supports, summer youth employment, school-year youth employment, and administrative support.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Inter-agency Agreement has been approved by the Law Department as to form and legal sufficiency.)

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Baltimore Development Corporation – Lease, Development and Operating Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease, Development, and Operating Agreement with Baltimore Arena Company, LLC (the “Tenant”), an affiliate of the Oak View Group (“OVG”), a national arena developer and operator, for the lease, development, and operation of the City-owned Baltimore Arena located at 201 West Baltimore Street (the “Baltimore Arena”). The period of the Lease, Development and Operating Agreement is 30 years, with two 10-year First Right of Negotiation terms.

AMOUNT OF MONEY AND SOURCE:

The Tenant will expend at least \$150,000,000.00 in renovating the Baltimore Arena. The source of these funds will be private equity investments from OVG’s investors and debt financing.

The City, through BDC, will provide general development support through the design, development, and construction period.

During the operating term, the Tenant will fund the Arena’s operations and its debt service through its own equity and debt funding and reserves, ticket sales, rentals, and other revenues, and other sources. During this term, the City will pay the Tenant an annual Support Contribution to support the Tenant’s operations, which Fee will be equal to the admission and amusement taxes, real property taxes, personal property taxes, and other taxes generated by the Tenant and the Arena (over \$1,750,000.00 which base will increase by the lesser of 2% or CPI each year).

BACKGROUND/EXPLANATION:

BDC, on behalf of the Mayor and City Council of Baltimore, solicited a Request for Proposals for The Baltimore Arena dated November 25, 2020 (“RFP”) seeking written proposals from qualified Respondents for the redevelopment and management of the Baltimore Area located at 201 W. Baltimore Street. BDC received three proposals in response to the RFP from:

- 1) OVG,
- 2 Metropolitan Development and ASM (the present operator); and
- 3) Spectra.

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Development Corporation – cont'd

The City awarded an Exclusive Negotiating Privilege to OVG in June to negotiate a Lease and Management Agreement for the Baltimore Arena, largely due to its proposal offering a significant investment to redevelop the Baltimore Arena, delivering an aggressive timeline for redevelopment, and demonstrating a substantial commitment to MBE/WBE participation (not only in construction, but also during operations) and local involvement throughout the project and operation of the Baltimore Arena. Importantly, OVG is also committed to substantial minority participation in its ownership, including Maryland's own, Kevin Durant.

Pursuant to the Agreement, OVG will, with no City funds, invest at least \$150,000,000.00 in renovating the Baltimore Arena. Construction will commence promptly following the 2022 Central Intercollegiate Athletic Association ("CIAA") Men's and Women's Basketball Tournaments and be substantially completed prior to the start of the 2023 CIAA Tournament. The Agreement holds OVG to "comparable arena facilities" operating standards, including a minimum of 84 events, including concerts, sporting events, civic events, family shows, trade shows, and other events. Additionally, the City, on a "direct cost reimbursement" basis, may schedule four "City/Community Use" events each year.

Under the terms of the Lease, OVG has a goal of raising \$500,000.00 each year in charitable contributions through fundraisers. Once the project reaches an Internal Rate of Return ("IRR") of 15%, the City will receive, as its "Landlord Upside", 25% of all "Arena Distributable Cash" that then would be distributed to the equity owners. The Tenant is obligated to fund at least \$750,000.00 annually in the first ten years and at least \$1,500,000.00 per annum thereafter to a Capital Fund for ongoing capital improvements and replacements.

The Support Contribution to be paid to the Tenant will be equal to all real estate taxes, personal property taxes, admissions and amusement taxes, and other taxes collected by the City arising out of the lease and operation of the arena, less \$1,750,000.00, which threshold will increase by the lesser of 2% or the consumer price index each year.

The initial operating term of the Agreement will be thirty years, followed by two ten-year "First Right of Negotiation" terms for OVG.

MBE/WBE PARTICIPATION:

The Tenant has committed to comply with the Minority and Women's Business Enterprise Program of the City and has agreed to use all reasonable, good faith efforts

AGENDA

BOARD OF ESTIMATES

11/24/2021

Baltimore Development Corporation – cont'd

to meet 27% MBE and 10% WBE participation in construction, with an overall goal of 45% MBE/WBE. The Tenant has also committed to achieve 45% MBE/WBE participation among its vendors and employees during operations.

(The Lease, Development and Operating Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

11/24/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement

The Board is requested to approve a ratification and exercise the fourth (4th) and final renewal option for Contract Number B50004455- Provide Dress and Work Uniform to F & F and Jacobs & Sons, Inc, 1100 Wicomico Street, Baltimore, MD, 21230. The ratification period is June 1, 2021 through December 8, 2021 and the renewal period is from December 9, 2021 through May 31, 2022, with no renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

No additional funds requested. Account No.: 1001-700015-000000-000000-130311

BACKGROUND/EXPLANATION:

On May 18, 2016, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The Board is requested to approve the fourth (4th) and final renewal of this contract with F&F and Jacobs & Sons, Inc. The vendor is responsible for measuring, fitting, and delivery of new uniforms for each employee within the Sheriff's Office on an as-needed basis.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O No.: P535616 - Baltimore City Sheriff's Office

CONTRACT VALUE SUMMARY:

1.	Initial award approved by the Board on May 18, 2016	\$240,000.00
	1 st Renewal approved by the Board on May 9, 2021	\$ 0.00
2.	2 nd Renewal approved by the Board on April 17, 2019	\$ 0.00
3.	3 rd Renewal approved by the Board on February 5, 2020	\$ 0.00
4.	Ratification with 4 th and final renewal pending Board approval	\$ 0.00
5.	Total Contract value.	\$240,000.00

MBE/WBE PARTICIPATION:

On December 14, 2015, MWBOO determined that no goals would be set because there is no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

11/24/2021

PROPOSALS AND SPECIFICATIONS

1. Department of Transportation - TR 20017, Structural Repairs on Bridges
Citywide JOC 1
BIDS TO BE RECV'D: 1/5/2022
BIDS TO BE OPENED: 1/5/2022

2. Department of Public Works - SC 938, Headworks Facilities
Improvements at the Patapsco Wastewater
Treatment Plant
BIDS TO BE RECV'D: 1/19/2022
BIDS TO BE OPENED: 1/19/2022

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED